

ALPI HEAD START/EARLY HEAD START

Memo

To: Policy Council Members
From: Tamarind L. Hill, Policy Council Chairperson
Date: May 29, 2019
Re: Policy Council Meeting

This is to inform you that the next Policy Council meeting will be held on Wednesday, June 5, 2019 at **12:30pm** at the following location:

**ALPI Administrative Office
2202 Avenue Q
Fort Pierce, FL 34950
(772) 466-2631
Time: 12:30pm**

Should you need transportation or babysitting services, please contact Myrna Rodriguez, Program Operations Director at (772) 466-2631 Ext. 11 or 14.

I look forward to seeing all of you there.

xc: Chief Executive Officer
Deputy Director
Program Operations Directors
Managers

ALPI HEAD START/EARLY HEAD START POLICY COUNCIL MEETING

ALPI ADMINISTRATIVE OFFICE

2202 Avenue Q, Fort Pierce, FL

June 5, 2019

Policy Council Members

<input type="checkbox"/> Scarlet M. Vega	FD	<input type="checkbox"/> Crystal Booker	QTHSC II	<input type="checkbox"/> Yolanda Robinson	GWT	<input type="checkbox"/> Felicia Sweeting-Harris	CR
<input type="checkbox"/> Nikyta L. Woods	LP	<input type="checkbox"/> Jasmine Troutman	QTHSC II	<input type="checkbox"/> CurShawnda Brown	GWT	<input type="checkbox"/> Linda Halpin	CR
<input type="checkbox"/> Olivia Smith	LP	<input type="checkbox"/> Teaira Reed	GT	<input type="checkbox"/> Tamarind L. Hill	FCDC	<input type="checkbox"/> Dr. George Grace	CR
<input type="checkbox"/> Amaryllis Rosario	CDFS	<input type="checkbox"/> Anthony L. Smith	GT	<input type="checkbox"/> Donna Gibson	CR		
<input type="checkbox"/> Noelia Garcia	CDFS	<input type="checkbox"/> Mislane Charles	CC/HS	<input type="checkbox"/> Josephine Howard	CR		

Policy Council Alternates

<input type="checkbox"/> Elza Laurent	LP	<input type="checkbox"/> Tiara King	GT	<input type="checkbox"/> Oriethea Plowden	GWT	<input type="checkbox"/> Lakayla Jackson	FCDC
<input type="checkbox"/> Keonia Coats	LP	<input type="checkbox"/> Danyella Jackson	GT	<input type="checkbox"/> Priscilla Spears	GWT		
<input type="checkbox"/> Shantel Britton	CDFS	<input type="checkbox"/> Suntory Safford	QTHSC II	<input type="checkbox"/> Raquel Bizzell	FD		
<input type="checkbox"/> Andrew Hendricks	CDFS	<input type="checkbox"/> Lamonica Murphy	QTHSC II	<input type="checkbox"/> Grace Potts	CC/HS		

Caroline W. Looney, Deputy Director
 Donita Brunson, Family & Community Partnerships Manager
 Iris Rivera, Health Services Manager

Aletta Stroder, Program Operations Director – Polk
 Myrna Rodriguez, Program Operations Director - St. Lucie
 Alisa Thornton, Early Childhood Development Education Services Manager

AGENDA

WHAT	HOW	WHO	ACTION	TIME
1. CALL TO ORDER	Call Meeting	Tamarind L. Hill	None	1 minute
2. ROLL CALL	Roll Call	Yolanda Robinson, Secretary	None	5 minutes
3. MISSION STATEMENT	Read Mission	All members	None	1 minute
4. SECRETARY'S REPORT ✓ Policy Council Minutes – May 15, 2019	Present	Yolanda Robinson, Secretary	Approval	2 minutes
5. CONSENT AGENDA ✓ Head Start/Early Head Start: Program Operations Director ✓ Head Start/Early Head Start: Program Operations Director ✓ Parent Committee Report - Child Development and Family Services Center ✓ Parent Committee Report - Lincoln Park Head Start Center ✓ Parent Committee Report - Francina Duval Head Start Center ✓ Parent Committee Report - Garden Terrace Head Start Center ✓ Parent Committee Report - Queen Townsend Head Start Center II ✓ Parent Committee Report - George W. Truitt Family Services Center ✓ Parent Committee Report - Frostproof Child Development Center	Present	Tamarind L. Hill	Approval	4 minutes
6. POLICY COUNCIL COMMITTEE REPORTS ✓ Personnel/Grievance: a. Human Resources ✓ Grants/Fiscal: a. Financial Reports b. Sunshine Account Statement & USDA Reimbursement Report c. Non-Federal Report	Present	Committee Representatives	Approval	10 minutes
7. REPORTS ✓ Board of Directors Representative	Present	Josephine Howard, Board Rep.	Approval	2 minutes
8. OLD BUSINESS ✓ Agency Picnic, Fort Pierce, FL	Present	Tamarind L. Hill	Information	2 minutes
9. NEW BUSINESS ✓ Policy Council Recognition	Present	Tamarind L. Hill	Information	2 minutes
10. ADJOURNMENT	Present	Tamarind L. Hill	Approval	1 minute

HEAD START/EARLY HEAD START MISSION STATEMENT

The mission of the Head Start/Early Head Start Program is to provide the families we serve with the resources necessary to increase self-sufficiency, promote social competence and enhance the quality of life in the community of which we are a part.

Therefore, "our family" is dedicated to creating an environment that promotes learning, growth, development, independence, and inter-dependence through a total commitment to excellence.

Policy Council

Minutes and Attendance

May 15, 2019

Agricultural and Labor Program, Inc.
Head Start/Early Head Start Policy Council Meeting
ALPI Administrative Office
2202 Avenue Q, Fort Pierce, FL 34950
May 15, 2019

MINUTES

1. CALL TO ORDER

Nikyta L. Woods, Policy Council Vice-Chairperson called the meeting to order at 12:35 p.m.

2. ROLL CALL

Yolanda Robinson, Policy Council Secretary conducted the roll call. Members present: Scarlet M. Vega, Nikyta L. Woods, Amaryllis Rosario, Anthony L. Smith, Yolanda Robinson, and Tamarind L. Hill.

Community Representatives present: Donna Gibson, Josephine Howard, and Dr. George Grace.

Alternates present: Keonia Coats, Tiara King, and Suntory Safford. (All alternates with voting rights)

Members Excused: Teaira Reed and Linda Halpin.

A quorum was established at 12:35 p.m.

Staff present: Caroline Looney, Myrna Rodriguez, Aletta Stroder, Donita Brunson and Alisa Thornton.

Guests present: William Holt, ALPI Board of Directors Chairperson and Mrs. Holt.

3. MISSION STATEMENT

Policy Council Members read the Mission Statement.

4. SECRETARY'S REPORT

Yolanda Robinson asked members if there were any questions to the minutes from April 17, 2019. No questions or corrections were made.

Yolanda Robinson made a motion to approve the Secretary's Report as presented. Josephine Howard seconded. Motion carried.

5. CONSENT AGENDA

Nikyta L. Woods presented the Consent Agenda for approval and asked if there were any questions. No questions were made.

Donna Gibson made a motion to approve the Consent Agenda as presented. Yolanda Robinson seconded. Motion carried.

6. POLICY COUNCIL COMMITTEES

Personnel/Grievance Committee: Myrna Rodriguez presented and distributed the Human Resources list of new hires dated May 15, 2019 for review and approval. The Human Resources listing of new hires included, 1 Teacher.

Josephine Howard made a motion to approve the Policy Council Human Resources Listing as presented. Yolanda Robinson seconded. Motion carried. (The original Human Resources Listings are on file with the minutes).

Grants/Fiscal Committee: Myrna Rodriguez presented the Financial Reports and provided an overview of the reports to include, Program Financial Report, Food Program Reimbursement, and the Non-Federal Share.

Yolanda Robinson made a motion to approve the Financial Reports as presented. Donna Gibson seconded. Motion carried

7. REPORT

Board of Directors: William Holt reported on behalf of Josephine Howard. Mr. Holt informed the Policy Council that the Board is working with Advisory Councils and Policy Council to ensure that agency business is carried out accordingly and to also see what can the Board do to enhance the functionality and involvement. In addition, to making sure that the members are orientated effectively.

Donna Gibson made a motion to approve the Board of Directors Report as presented. Dr. George Grace seconded. Motion carried

8. OLD BUSINESS

Caroline Looney re-introduced the Agency's Code of Business Conduct and the Conflict of Interest Statement for members to review and sign. Mrs. Looney provided a brief explanation of both documents.

9. NEW BUSINESS

Myrna Rodriguez presented two community events to share with families; one was the Family of the Treasure Coast Summer Adventures Activities and the second was ALPI's Annual Picnic that will be held on June 15, 2019.

In closing, William Holt re-captured the picnic, encouraged everyone to participate, and asked members to bring their entire families

10. ADJOURNMENT

Adjournment was at 12:55 p.m.

Policy Council Secretary

**AGRICULTURAL AND LABOR PROGRAM, INC.
2018-2019 POLICY COUNCIL MONTHLY MEETING ATTENDANCE**

CENTER	NAME	OCT 3,	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT
		2018	2018	2018	2019	2019	2019	2019	2019	2019	2019		
Lincoln Park Head Start	Olivia Smith							A	A				
Lincoln Park Head Start	Nikyta L. Woods	P	P	P	P	A	A	P	P				
Garden Terrace Head Start	Teaira Reed			P	P	P	A	P	E				
Garden Terrace Head Start	Anthony L. Smith						P	A	P				
Queen Townsend HSC II	Crystal Booker	P	A	P	E	P	P	A	A				
Queen Townsend HSC II	Jasmine Troutman	P	A	P	P	A	P	A	A				
Child Development & Family Services	Amaryllis Rosario							P	P				
Child Development & Family Services	Noelia Garcia								A				
Francina Duval Head Start	Scarlet Vega							A	P				
George W. Truitt Family Services	Yolanda Robinson	P	P	P	E	P	P	P	P				
George W. Truitt Family Services	CurShaunda Brown			P		P	A	A	A				
Frostproof Child Development	Tamarind L. Hill	P	P	P	E	P	P	P	P				
HS Contracted Site St. Lucie	Mislane Charles	A	A	A	A	A	A	A	A				
Community Representative	Felicia Sweeting-Harris	P	P	P	A	A	P	P	A				
Community Representative	Linda Halpin	E	E	P	E	P	E	P	E				
Community Representative	Donna Gibson	A	P	P	P	P	P	P	P				
Community Representative	Dr. George Grace	P				P	P	P	P				
Board Representative	Josephine Howard	E	P	P	P	P	P	P	P				

Total Representatives Present:

CENTER	NAME	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT
ALTERNATES													
Lincoln Park Head Start	Elza Laurent	E											
Lincoln Park Head Start	Keonia Coats								P				
Garden Terrace Head Start	Danyella Jackson						P						
Garden Terrace Head Start	Tiara King								P				
Queen Townsend HSC II	Lamonica Murphy												
Queen Townsend HSC II	Suntory Safford			P					P				
Child Development & Family Services	Shantel Britton												
Child Development & Family Services	Andrew Hendricks												
Francina Duval Head Start	Raquell Bizzell												
George W. Truitt Family Services	Priscilla Spears												
George W. Truitt Family Services	Orlethea Plowden												
Frostproof Child Development	Lakayla Jackson	P		P									
HS Contracted Site St. Lucie	Grace Potts												

P - PRESENT

E - EXCUSE

A - ABSENT

NO MEETING

Program Financial Reports

THE AGRICULTURAL AND LABOR PROGRAM, INC.
 HEAD START/EARLY HEAD START PA -22/25 & PA - 20/26
FINANCIAL STATUS REPORT
 (due by the 15th of each month)

FOR THE MONTH OF: MAY 2019
 CONTRACT DATE: JULY 1, 2018- JUNE 30, 2019

BUDGET CATEGORIES	ACTUAL COST THIS MONTH	CUMULATE COST TO DATE	APPROVED BUDGET PA 22/25	APPROVED BUDGET PA 23/25 COLA	APPROVED BUDGET PA 26/11 TITA	APPROVED BUDGET PA 22/25 PROGRAM IMP.	TOTAL APPROVED BUDGETS (Financial Award)	BUDGET BALANCE	PRIOR YEAR MAY 2018 YTD EXPENSES
PERSONNEL	\$ 354,286.92	\$ 3,591,518.22	\$ 4,288,379.00	\$ 111,496.00	\$ -	\$ -	\$ 4,399,875.00	\$ 708,356.78	\$ 3,541,866.52
FRINGE	\$ 95,439.31	\$ 1,011,011.43	\$ 1,165,593.00	\$ 30,306.00	\$ -	\$ -	\$ 1,195,899.00	\$ 184,877.57	\$ 941,713.25
TRAVEL	\$ 4,473.26	\$ 64,850.53	\$ 26,000.00	\$ -	\$ -	\$ -	\$ 26,000.00	\$ (38,850.53)	\$ 62,498.93
EQUIPMENT	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 85,000.00	\$ 85,000.00	\$ 85,000.00	\$ -
SUPPLIES	\$ 1,439.41	\$ 71,966.23	\$ 60,500.00	\$ -	\$ -	\$ -	\$ 60,500.00	\$ (11,466.23)	\$ 86,282.31
CONTRACTUAL	\$ 13,003.66	\$ 285,388.63	\$ 213,576.00	\$ 5,553.00	\$ 115,057.00	\$ -	\$ 334,186.00	\$ 48,797.37	\$ 341,275.20
OTHER	\$ 52,252.09	\$ 825,347.15	\$ 918,002.00	\$ 26,092.00	\$ -	\$ 107,000.00	\$ 1,051,094.00	\$ 225,746.85	\$ 1,006,040.89
INDIRECT COST	\$ 49,008.41	\$ 682,707.50	\$ 706,593.00	\$ 18,397.00	\$ -	\$ -	\$ 724,990.00	\$ 42,282.50	\$ 638,245.64
TOTAL GRANT FUNDS	\$ 569,903.06	\$ 6,632,789.69	\$ 7,378,633.00	\$ 191,844.00	\$ 115,057.00	\$ 192,000.00	\$ 7,877,534.00	\$ 1,244,744.31	\$ 6,617,613.74
NON-FEDERAL SHARE	\$ 31,781.37	\$ 736,512.09	\$ 1,844,658.00	\$ 47,961.00	\$ 28,766.00	\$ 48,000.00	\$ 1,969,384.00	\$ 1,232,871.91	\$ 855,881.77
TOTAL	\$ 601,684.43	\$ 7,369,301.78	\$ 9,223,291.00	\$ 239,805.00	\$ 143,822.00	\$ 240,000.00	\$ 9,846,918.00	\$ 2,477,616.22	\$ 7,413,705.51

Budget/Cost Adjustment Comments:

The Travel and Supplies Line Items have exceeded the allocated amount for the year; however, the expenses are automatically adjusted based on the overall budget.



CEO APPROVAL

May 30, 2019

DATE

INFORMATION USED FROM THE PRELIMINARY FINANCIAL REPORT PRINTED ON 05/30/2019 @ 5:00:06 PM

SUNTRUST BANK
PO BOX 305183
NASHVILLE TN 37230-5183

RECEIVED MAY - 6 2019

Page 1 of 2
66/E00/0175/0/11
0121005033586
04/30/2019
0000



Account Statement

AGRICULTURAL AND LABOR PROGRAM INC
SUNSHIN FUND FOR HEAD START
PO BOX 3126
WINTER HAVEN FL 33885-3126

Questions? Please call
1-800-786-8787

Account Summary	Account Type	Account Number	Statement Period
	TOTAL BUSINESS BANKING	0121005033586	04/01/2019 - 04/30/2019

Description	Amount	Description	Amount
Beginning Balance	\$17,567.47	Average Balance	\$17,567.47
Deposits/Credits	\$ 00	Average Collected Balance	\$17,567.47
Checks	\$ 00	Number of Days in Statement Period	30
Withdrawals/Debits	\$ 00		
Ending Balance	\$17,567.47		

Overdraft Protection
Account Number: 0121005033586
Protected By: Not enrolled
For more information about SunTrust's Overdraft Services, visit www.suntrust.com/overdraft.

Balance Activity History	Date	Balance	Collected Balance
	04/30	17,567.47	17,567.47

The Ending Daily Balances provided do not reflect pending transactions or holds that may have been outstanding when your transactions posted that day. If your available balance wasn't sufficient when transactions posted, fees may have been assessed.

Florida Department of Health

5/30/2019
6:12PM

Child Care Food Program

Child Care Center Claim

S - 501 Region: C RPS: 6 Fiscal Year: 2019 Termination Date: _____
 Add'l Doc Required: _____ ADR Reason: _____ Meal Disallowance: _____
 Legal Name: AGRICULTURAL LABOR PROG. INC. FEIN: 591634148001
 D/B/A: AGRICULTURAL LABOR PROG. INC.
 Mailing Address: P.O. BOX 3126 WINTER HAVEN, FL 33885
 Program Manager: DOBISON, ARLENE Phone: (863) 956-3491 Ext: 206
 Email: adobison@alpi.org

Claim Information

Status: Submitted Entered By: 0501
 Claim Month/Year: 4/2019 Date Received: 05/30/2019 6:12:34PM
 Revision #: 0
 Operating Days: 21 Average Daily Participation: 715

Sites Operated:

PNP: 0 OSHCC: 0 For-Profit: 0 HS: 7 Church: 0 Public: 0 Total: 7

Children Enrolled by Category:

Free 826 Reduced 0 Non-needly 0 Total 826

Meals Claimed:

Breakfast	Morning Snack	Lunch	Afternoon Snack	Supper	Evening Snack
<u>15,017</u>	<u>0</u>	<u>14,976</u>	<u>14,133</u>	<u>0</u>	<u>0</u>

Operating Expenditures	<u>\$70,974.00</u>	Meal Earnings:	<u>\$89,312.02</u>
Administrative Expenditures	<u>\$5,012.00</u>	Cash-In-Lieu:	<u>\$3,519.39</u>
Total Expenditures	<u>\$75,986.00</u>	Total Earnings:	<u>\$92,831.41</u>
Income	<u>\$0.00</u>	Adjustments:	<u>\$0.00</u>
		Total Reimbursement:	<u>\$92,831.41</u>

Florida Department of Health

5/30/2019
6:12PM

Child Care Food Program

Child Care Center Claim

AN: 501 Fiscal Year: 2019 Claim Month/Year: 4/2019 Revision #: 0

Site Num/ Center Num	Site Name	Address	Meal Earnings	Cash-In-Lieu	Total Earning
23901/23901	ALPI CHILD DEVELOPME	198 NW MARION AVENUE	\$17,320.12	\$686.20	\$18,006.32
23889/23889	ALPI FRANCINA C DUVA	1035 S. 27TH CIRCLE	\$4,314.93	\$169.91	\$4,484.84
23890/23890	ALPI FROSTPROOF CHIL	701 HOPSON RD.	\$9,521.85	\$376.24	\$9,898.09
23899/23899	ALPI GARDEN TERRACE	1110 32ND STREET	\$9,739.49	\$383.29	\$10,122.78
23898/23898	ALPI GEORGE W. TRUIT	1814 NORTH 13TH STREET	\$10,593.30	\$418.07	\$11,011.37
23892/23892	ALPI LINCOLN PARK HE	1400 AVENUE M	\$11,709.73	\$458.02	\$12,167.75
23902/23902	ALPI QUEEN TOWNSEND	2202 AVENUE Q	\$26,112.60	\$1,027.66	\$27,140.26
			\$89,312.02	\$3,519.39	\$92,831.41

Progress Reports

Head Start/Early Head Start Monthly Narrative
Head Start/Early Head Start Statistical
St. Lucie County

Head Start/Early Head Start Department of St. Lucie County

May 2019

MONTHLY REPORT

Submitted By: Myrna Rodriguez Date: May 31, 2019

DEPARTMENTS ACTIVITIES SUMMARY

(E.g., Partnerships, Community Involvement, Advocacy, Public Relations, Funding Sources, etc.)

Program Design and Management, Facilities, Materials, and Equipment

Planning/Communication/Internal Reporting:

- Participated in the Early Learning Coalition of St. Lucie County Board of Director's Meeting on May 1, 2019. The items presented include financial information, progress reports, etc.
- Coordinated and facilitated a meeting with the Management Staff on May 1, 2019, to continue the discussion of the implementation of the Innovative Discovery and Exploration Academy for the 2019 summer. The discussion included number of classrooms, number of children per classroom, number of staff, etc.
- Participated in the Senior Management Director's Meeting held on May 6, 2019, facilitated by Arlene Dobison, CEO. Items for discussion included: Clockwise Demo, Social Media, Human Resources Portal, program progress reports, etc.
- Participated in a meeting with the School Board Representatives along with Arlene Dobison, CEO and Caroline Looney, Deputy Director on May 13, 2019 and May 28, 2019, to discuss the ALPI Administrative Complex lease renewal. However, the meeting was to inform us of the usage of Building 100 (Administrative Office) to expand their alternative school K-5.
- Participated in the Statewide Infants and Toddlers Network Regional Conference on May 14, 2019, facilitated by the Office of Early Learning. Items of discussion included the review and analysis of the Preschool Quality Indicators including:
 - ✓ Education, Training, and Support
 - ✓ Comprehensive Early Learning Standards and Curricula
 - ✓ Community Relationships
- Selected Management Staff participated in the WLX-TV, The Education Channel, to promote Head Start and Early Head Start recruitment and services on May 15, 2019. The show was in Spanish and on June 19, 2019 the show will be in Creole.
- Participated in the Pre-K Meeting on May 20, 2019. The Early Learning Coalition of St. Lucie County facilitated the conference. Items discussed included, VPK 2017-2018 Providers School Readiness Rate, providers support, changes, rules, etc.

- Participated in the monthly Statewide Infants and Toddlers Network on May 21, 2019. The discussion included but was not limited to, 10 Components of Quality Care for Infants and Toddlers, alignment with HSPS, Caring for Our Children, ITERS, CLASS, State and Local Standards, etc.
- Participated in a conference call with the Regional Office Program Specialist on May 22, 2019. Items for discussion included grant application status, training and technical assistance support, new initiatives, funding opportunities, etc.
- Participated in the monthly Lincoln Park Advisory Committee Monthly Meeting held on May 23, 2019. Betty Bradwell, the Chairperson, facilitated the meeting. The items presented included RTVYI Updates, Membership, Treasurer's Report, etc. I had the opportunity to introduce ALPI and the Innovative Discovery and Exploration Academy. Ms. Bradwell announced that Allegany Franciscan Ministries is working closely with the funded program and that they are expecting to pull from the area in 2020, so they are making sure that sustainability of what they have support the last two years.
- Participated in the Early Learning Coalition of St. Lucie County mandatory meeting regarding the School Readiness Contract on May 28, 2019.
- Participated in the Roundtable of St. Lucie County Behavioral Health Task Force meeting on May 29, 2019. The meeting discussions included data collection/assessment, training/outreach, and community survey.
- Coordinated a meeting with the Lincoln Park Career Pathway Initiative on May 29, 2019. Selected Management Staff participated to discuss a partnership that will engage parents in a career development opportunity. We are expecting to begin the partnership as of 2019-2020 Fiscal Year.

Community Relations/Collaborations:

- Early Learning Coalition of St. Lucie County
- St. Lucie County Public Schools
- HAND's Dental Clinic of St. Lucie County
- Kids Connected by Design – Healthy Start/Healthy Families/Home Visitation Program
- CocaFlorida.Com new partnership

Human Resources:

- During this reporting period, we conducted interviews for Teacher, Family Services Worker, Instructor After School, and Instructional After School Aide. New staff (Teacher) was provided with an orientation/training before beginning on their specific roles.

Computer Assisted Tutorial Program (CAT):

- The Computer Assisted Tutorial Program (CAT) has served eighty (80) students year-to-date.

Program Governance:

- Coordinated and facilitated the Policy Council Monthly Meeting held on May 15, 2019. Twelve (12) members participated in the meeting. The Policy Council action/approval and discussion items included, but were not limited to, meeting minutes, human resources listing; program financial reports, program progress reports, statistical report, Code of Business Conduct and Conflict of Interest Statement and Agency Annual Picnic.

GOAL 1: Create additional educational experiences and opportunities for staff – Objective 1.1-1.5.

- A Teacher and Teacher Assistant participated in the Early Mathematics for Early Learners: Shapes and Spatial Relationships on May 7, 2019. The training was present by the Office of Early Learning. Staff received 3 training hours.
- A Child Development Services Manager, Teachers and Teacher Assistants participated in The Power of Language: Nourishing Development of the Whole Child webinar on May 8, 2019. The training was presented by Early Childhood Investigations. Staff received 1.5 training hours.
- Teachers, Teacher Assistants, Family Services, an Administrative Assistant, Bus Monitor, Maintenance and Kitchen Staff completed/renewed the American Safety and Health Institute Basic First Aid/CPR and AED for Adult/Child/Infant training on May 9, 2019. The training was facilitated by the Tessa Adams, CPR Services. Staff received 8 training hours.
- CAT Program Coordinator and After School Instructional Aides participated in the Mindfulness training on May 10, 2019. The training was presented by Tykes and Teens, Inc. Staff received 1 training hour.
- A Bus Monitor completed the Transpiration Safety and Fire Safety/Emergency Preparedness in Florida's Child Care Programs on May 10, 2019. The trainings were presented by the Department of Children and Families. Staff received 6 training hours.
- Caregivers participated in the Trauma Informed Care training on May 11, 2019. The training was presented by Tykes and Teens, Inc. Staff received 3 training hours.
- Caregivers participated in A Moving Child is a Learning Child training on May 13, 2019 and May 20, 2019. The training was presented by the Early Learning Coalition of St. Lucie County. Staff received 4 training hours.

- Early Childhood Education Coordinator participated in the Using Ongoing Assessment to Support Effective Preschool Teaching Practices webinar on May 17, 2019. The National Center on Early Childhood Development presented the webinar. Staff received 1 training hour.
- Early Childhood Education Coordinator participated in the PBC Reflection and Feedback: Strategies for Success webinar on May 22, 2019. The National Center on Early Childhood Development presented the webinar. Staff received 1 training hour.
- Teacher Assistants, Bus Monitors, Kitchen Helpers, a Caregiver and Child Development Services Manager completed online trainings presented by the Office of Early Learning. Staff received 1-2 training hours for each course. Training topics included the following:
 - ✓ Precautions in Transporting Children
 - ✓ Safety in the Environment
 - ✓ Preventing Child Abuse and Supporting Children in Trauma
 - ✓ Planning for Emergencies
 - ✓ Child Safety and Prevention
 - ✓ Supporting the Social-Emotional Development of Preschool Children
 - ✓ Health and Sanitation
 - ✓ Safe Sleep Practice
 - ✓ Supporting the Social-Emotional Development of Children in the Mixed-Age Groupings
 - ✓ Supporting the Social-Emotional Development of Infants and Toddlers

Facilities:

- Facilities Specialist worked closely with the Maintenance Staff as well as the Child Development Services Managers in maintaining all facilities/offices clean and free of debris; in order to maintain a healthy and safe environment for the children, families and staff.
- Facilities Specialist completed several projects generated by Work Requests such as: replacing teacher chairs, light bulbs, toilet seat, telephone line, and a entrance gate latch. An air conditioner unit, was also repaired.
- Continued to work on several program improvement projects to include, replacement of playground equipment and A/C Units. The work has begun with the vendor for A/C Replacements and Playground Equipment. We expect the work to be completed by no later than August 12, 2019.

Health and Safety:

- The Facilities Specialist as part of the weekly/monthly site visits/informal monitoring to all centers continues to ensure that all centers have the necessary cleaning supplies to perform daily sanitation activities as per the Daily Facility Checklist.

- The Facility Specialist distributed cleaning supplies to all the centers; supplies included: Garbage Bags, Paper Towels, Rinse Free, Bleach, Teachers Cleaning Towels, Cleaning Cloths, Toilet Paper, Disinfectant Spray, Kleenex, Gloves, Soap, Shoe Covers and other items as needed.

Monitoring:

- The Early Learning Coalition of St. Lucie County monitored the Francina Duval Head Start Center. The center was found in 100% compliance.
- The School Readiness Program monitored the Queen Townsend Head Start Center II.
- The Florida Department of Children and Families inspected/monitored the Lincoln Park, George W. Truitt and Child Development and Family Services Centers. The centers were found in 100% compliance. One non-compliance was noted at the Child Development and Family Services Center; however, the correction was made immediately.
- The St. Lucie County Fire Marshal's conducted the required Annual Fire Inspections at the Francina Duval and Child Development and Family Services Centers. No violations were noted.
- The NAEYC Accreditation of Early Learning Programs inspected/monitored the Lincoln Park and Francina Duval Head Start Centers. Both centers achieved a new five year term of accreditation.

Fiscal:

- The program generated non-federal (In-Kind) during this reporting period from activities such as: Parents Volunteering, Professionals, and Donations from all the St. Lucie County Head Start/Early Head Start Centers.
- Processed fiscal related activities such as requisitions, purchase orders, invoices, and payroll.
- Facilitated a meeting on May 13, 2019 and May 28, 2019, with the School Board Representative regarding the renewal of the lease agreement for the ALPI Administrative Complex. The second facility assessment was done on May 28, 2019, to evaluate needed repairs and cost of the repairs.

IT Support Services:

- Continued to work closely with the agency's IT support staff in all IT related concerns and/or problems.

Family and Community Partnerships:

- Family Support Services Coordinators continued to complete intake applications, verify applications, place families on the Head Start/Early Head Start waitlist and complete enrollment applications. Information was also provided to families about services provided in the local community.
- Family Support Services Coordinators continued to provide technical assistance to the Child Development Services Managers and the Family Services Workers with the verification of Intakes and any issues or concerns with PROMIS or the enrollment process.
- Family Support Services Coordinators continue to conduct active recruitment efforts by attending and participating in several community events and activities. The team participated in the Lincoln Park Advisory Committee Family Fun Day on May 18, 2019 at the Percy Peak Gymnasium in efforts of recruitment. Contact was made with several families and intakes have been completed for those families.
- Funded enrollment for the month of May for St. Lucie County consisted of 755. The breakdown included 691 preschool children, 56 infants/toddlers, and 8 pregnant women for a total of 755. There were nine (9) drops, five (5) new enrollments and two re-enrollments in the Head Start Program and two (2) drops and one (1) new enrollment in the Early Head Start Program.

Early Childhood and Health Services:

- The Parent-Child Engagement to Promote School Readiness Folders (PCEPSR) for May were provided. An activities packet was created based on the Head Start Child Development and Early Learning Framework (3-5 year olds) and the Florida Early Learning and Developmental Standards for Four Year Olds. The activities encourage parents/guardians to work with their children for 10-15 minutes each day through hands-on learning experiences that require minimal materials. A literacy activity along with a reading log is included to promote literacy growth in the home. Items included in the folders were as follows:
 - ✓ Nightly Reading Record
 - ✓ Calendars
 - ✓ Various Games
 - ✓ Sight Words
- Early Childhood Education Coordinator participated in the St. Lucie Reads "Phonics" training at the Children's Services Council of St. Lucie County on May 16, 2019. The purpose for the training was to provide strategies that will support reading skills to agencies that offer summer programs.
- Early Childhood Education Coordinator and Family Support Services Coordinators participated in the Lincoln Park Advisory Committee Family Fun Day on May 18, 2019. Activities and recruitment were conducted during the event.

- Early Childhood Education Coordinator received four-hundred backpacks with books for children transitioning into Kindergarten from the Children's Services Council of St. Lucie County on May 22, 2019, in correlation with the St. Lucie Reads Initiative.
- Early Childhood Education Coordinator conducted classroom observations the following centers: Learning Tree Academy, Lincoln Park, and Child Development and Family Services Center. The purpose of the observations were to monitor teacher-child interactions and the implementation of developmentally appropriate engaging activities.
- Early Childhood Education Coordinator meet with John Ceasar, Coordinator with the St. Lucie Reads Program to plan the distribution of books for the VPK children that will be transitioning to kindergarten in an effort to support reading over the summer.
- Health Services Manger participated in the Keiser University Advisory Board on may 15, 2019. Discussion items included:
 - ✓ Introduction of new Program Chair
 - ✓ Introduction of Staff and Preceptors
 - ✓ Curriculum Enhancement
 - ✓ Preceptors Requirements
 - ✓ University President Opening
- Health Services Manger received the Dental Health Coalition Advisory Committee Up-Date on May 25, 2019. Agenda items included, Early Learning Coalition Report, School Readiness Report, and dental services will continue during the summer months.
- Health Services Manger participated in a meeting with Ms. George, Outreach Coordinator for the Blackburn Educational Center on May 29, 2019. Discussion topics included, but were not limited to, available educational opportunities, availability for parent meetings, and up-coming events/activities.
- Mental Health and Disabilities Specialist coordinated five (5) evaluations and attended two (2) eligibility staffing's with Early Steps/Florida Diagnostic Learning Resources System (FDLRS) for children that were referred for services and Individual Education Plans were developed.

- As of May the following table represents the total number of children that have been determined as children with disabilities:

FUNDED ENROLLMENT		HEAD START		691	
		EARLY HEAD START (St. Lucie 64)		64	
Total 10%= 75 children					
1	Health Impairments	0	13	How many age 0?	0
2	Emotional/Behavior Disorders	0	14	How many age 1?	0
3	Speech/Language Impairments	66	15	How many age 2?	5
4	Mental Retardation	0	16	How many age 3?	31
5	Hearing Impairments/Deafness	0	17	How many age 4?	42
6	Orthopedic Impairments	0	18	How many age 5?	0
7	Visual Impairments/Blind	0	19	How many over income?	3
8	Learning Disabilities	0	20	How many pre-diagnosed?	31
9	Autism	0	21	How many dropped to date?	8
10	Traumatic Brain Injury	0	22	How many IEP's/IFSP current	76
11	Other Impairments	4	23	How many evaluated and found not eligible?	1
12	Total With Disabilities	76	24	How many suspected?	24

TRANSPORTATION:

- Transportation services were provided to 136 children to and from the centers for the month of May.

DEFICIENT AREA(S):

None

PROPOSED STRATEGY TO CORRECT DEFICIENCY (IES):

None

SPECIAL ACCOMPLISHMENTS:

None

BOARD RELATED ACTIVITIES:

None

CRITICAL CONCERNS / CHALLENGES:

None

WORKSHOPS / TRAINING / CONFERENCES, ETC.:

None

UPCOMING EVENTS:

- Head Start Staff/Students Last Day – June 4, 2019
- Policy Council Meeting – June 5, 2019
- CAT Summer Activities Begin – June 6, 2019
- Early Head Start Staff/Students Last Day – June 7, 2019
- Senior Management Meeting – June 11, 2019
- Lead Team Meeting – June 13, 2019
- Region IV Leadership Summit, Atlanta, GA – June 17-20, 2019
- Board of Director's Meeting & Annual Picnic – June 22, 2019

ALPI HEAD START/EARLY HEAD START MONTHLY STATISTICS REPORT

REPORT FOR THE MONTH OF: May, 2019		DATE: 5/31/19	
CENTER:			
ERSEA			
1. Enrollment	EHS	3 YEARS	4 YEARS
a. The number of EHS and HS Children served (As of 9/1).	1	5	0
b. Of the number of HS children in A1, the number in the VPK program.	0	0	0
c. Of the number of EHS and HS Children in A1, the number enrolled for a second year.	0	0	0
2. Of the number of HS Children eligible for kindergarten			
3. Dropouts			
a. Number of EHS and HS children who have dropped	2	7	2
b. Of the number in B1, the number who dropped prior to 45 days of attendance.	0	0	0
4. Attendance/ADA			

THIS MONTH

TO DATE

SERVICE DELIVERY	EHS	HS	THIS MONTH	TO DATE
A. Family and Community Engagement				
1. Total number of Head Start Families	1	5	6	829
a. Of these, the number of two parent families	0	1	1	170
b. Of these, the number of single parent families	1	4	5	685
c. Of these, the number of families receiving assistance under TANF Program	0	0	0	33
d. Of these, the number of families receiving Supplemental Security Income (SSI)	0	0	0	99
e. Of these, the number of families over income	0	0	0	56
2. Total number of families identified as needing services or identified an interest in the following areas:				
a. Emergency Crisis Intervention/Assistance (food, clothing, shelter, etc.)	0	0	0	14
b. Housing assistance such as subsidies, utilities, repairs, etc.	0	0	0	20
c. Counseling or mental health services	0	0	0	28
d. Education/Literacy/English as a Second Language	0	0	0	26
e. Adult education such as GED program and college education	0	0	0	32
f. Job Training	0	0	0	41
g. Substance abuse prevention or treatment	0	0	0	36
h. Child Abuse and Neglect Services/Training	0	0	0	0
i. Domestic violence services	0	0	0	0
j. Child support assistance	0	0	0	0
k. Health education	0	0	0	94
l. Assistance to families of incarcerated individuals	0	0	0	4
m. Parent Education	0	0	0	730
n. Marriage education	0	0	0	1
o. Asset building services (such as financial education, opening savings and checking account etc.	0	0	0	0

ALPI HEAD START/EARLY HEAD START MONTHLY STATISTICS REPORT

SERVICE DELIVERY cont'd	EHS	HS	THIS MONTH	TO DATE
B. Early Childhood Development and Health Services				
1. Number of EHS and HS Children who have completed the following screenings:				
a. Height	1	4	5	843
b. Weight	1	4	5	843
c. Vision	1	2	3	869
d. Hearing	1	2	3	873
e. Speech/Language	0	5	5	280
f. Behavioral	0	7	7	545
g. Developmental	6	4	10	424
h. Blood Pressure	0	3	3	827
i. Hemoglobin	0	0	0	839
j. Lead	0	0	0	823
2. Of the number in B1, the number referred for follow up or diagnosed as needing treatment	0	0	0	0
3. Of the number referred in B2, the number who have completed follow up or received treatment	0	0	0	0
4. The number of EHS and HS children receiving or received treatment for the following:				
a. Anemia	0	0	0	94
b. Asthma	0	0	0	69
c. Hearing Difficulties	0	0	0	0
d. Overweight	0	0	0	51
e. Vision Problems	0	0	0	8
5. Number of EHS and HS children enrolled in Medicaid	1	5	6	839
6. Number of EHS and HS children with private insurance	0	0	0	23
7. Number of EHS and HS children with "Medical Home"	1	5	6	526
8. Number of EHS and HS children who have completed a professional dental examination	0	0	0	856
9. Of the children in B8, the number of children diagnosed as needing treatment	0	0	0	70
10. Of the children diagnosed in B9, the number of children who received or are receiving treatment	0	0	0	71
11. Of the children examined in B8, the number of children who received preventive (care X-ray Cleaning Only)	0	0	0	0
12. Number of EHS and HS children with up-to-date immunizations	1	5	6	453
13. Number of EHS and HS children with complete immunizations	0	0	0	543
14. Number of EHS and HS children with current physicals	0	5	5	888
15. Number of EHS and HS children receiving WIC services	1	2	3	448
16. Number of EHS and HS children receiving meals via Child Care Food Program	0	0	0	0
17. Number of teacher and caregivers home visits completed (1 st)	0	0	0	620
18. Number of teacher and caregivers home visits completed (2 nd)	0	0	0	610
19. Number of parent/teacher/ caregivers conferences completed	0	0	0	702
20. Number of EHS/HS with baseline assessments completed	0	0	0	0
21. Number of EHS/HS with mid-year assessments completed	0	0	0	0
22. Number of EHS/HS with final assessments completed	0	0	0	0

ALPI HEAD START/EARLY HEAD START MONTHLY STATISTICS REPORT

SERVICE DELIVERY cont'd	EHS	HS	THIS MONTH	TO DATE
C. Father Engagement				
Number of father/father figures who were engaged in the following activities during this program:				
a) Family assessment	0	0	0	30
b) Family goal setting	0	0	0	25
c) Involvement in child's Head Start child development experiences (e.g. home visits, parent/teacher conf.)	0	0	0	40
d) Head Start program governance, such as participation in the Policy Council	0	0	0	9
e) Parenting education workshops	0	0	0	20
D. Mental Health and Disabilities				
1. Number of EHS and HS children with a diagnosed disability	4	2	6	76
2. Of the EHS and HS children in E1 with a diagnosed disability, the number with an IEP or IFSP	4	2	6	76
3. Of the EHS and HS children in E1 with a diagnosed disability, the number determined by LEA or Part C	4	2	6	76
4. Number of EHS and HS children with suspected disabilities	0	0	0	21
5. Number of referred EHS and HS children awaiting testing or staffing	0	0	0	24
6. Number of EHS and HS children referred for mental health services outside of the program	0	2	2	6
7. Number of EHS and HS children the MH Professional Consultant with staff about child's behavior/mental health	0	2	2	6
8. Of the children in E7, the number the MH Professional Consultant provided three or more consultations.	0	0	0	0
9. Number of children the MH Professional consulted with the parent about their child's behavior/mental health.	0	2	2	6
10. Number of children the MH Professional provided an individual mental health assessment	0	2	2	6
11. Number of children the MH Professional facilitated a referral for mental health services	0	0	0	3
12. Number of MDT's meetings	0	0	0	0
13. Of the number of MDT meetings, the number of children the team determined to have a disability	0	0	0	0
E. Pregnant Women Services				
1. Indicate the number of pregnant women who received the following services while enrolled in EHS				
a. Prenatal and postpartum health care			0	4
b. Mental health intervention and follow up			0	0
c. Substance abuse prevention			0	2
d. Substance abuse treatment			0	2
e. Prenatal education on fetal development			0	0
f. Information on the benefits of breastfeeding			0	0
F. Transportation				
1. Number of children receiving transportation services			1	192
2. Number of field trips taken			0	1
Comment:				
SIGNATURE:	<i>Demetria Thompson</i>		DATE:	5/31/19
	Family Support Services Coordinator			
JOB TITLE:				

Progress Reports

Head Start/Early Head Start Monthly Narrative

Head Start/Early Head Start Statistical

Polk County

HEAD START/EARLY HEAD START DEPARTMENT

June 2019

Policy Council Report

Submitted by: Aletta Stroder, Program Operations Director Polk County

DEPARTMENTS ACTIVITIES SUMMARY

(Eg, Partnerships, Community Involvement, Advocacy, Public Relations, Funding Sources,)

Program Design and Management, Facilities, Materials, and Equipment

Planning/Communication/Internal Reporting/ Governance:

- Participated in the Senior Meeting of the CEO, May 6, 2019 items discussed:
 - A. Clockwise Demo
 - B. Human Resource Department Policy Training
 - C. Advisory Council. T-Shirts when attending ALPI events.
 - D. Social Media
 - Release Information what type of release do we have in regards to the children being on social media?
 - E. Human Resource Portal
 - F. Senior Director's Meeting
 - Facilitator- each director will pick a month and facilitate and meetings will be held at different locations.
 - G. Board Meeting Reports
 - Work plans, Goals, monitoring results, etc.
- Participated in the Directors Meeting May 16, 2019 items discussed:
 - Welcome HSM's and Disability Specialist to Lead Team
 - HS/EHS Enrollment Tracking (where are we)
 - Health /Wellness (updates)
 - Mental Health Consultant (what have we decided)
 - Operational Policies and Procedure Updates
 - PIR (18-19 now open due August 31, 2019)
 - PROMIS (follow-up conference)
 - Recruitment
 - Year End Activities
- Participated in the Child Development Directors Lead Team Meeting May 16, 2019 agenda items included:
 - Contractors/Volunteers (how are we doing background checks)
 - End of Year Celebration
 - Incidents
 - Monitoring
 - Non-Federal Share
 - Operations Procedure updates
 - Policy Council 19-20 Recruit/Retention)
 - Operational Policy and Procedures, HSPS
 - Supervision
- Program Operations Director participated in Policy Council May 15, 2019 items approved and/or discussed where as follows:
 - Consent Agenda Items
 - Human Resources Hires and Terminations

o Financial Reports

- Polk ADA 86% Frostproof Child Development ADA 87% & JumpStart 84%
- Recruitment 2019-2020 Enrollment for EHS Frostproof (45/56) Jumpstart 15/20
- 29 School Readiness/VPK on the list for 2019-2020
- May ELC completed CLASS monitoring's for SR classrooms, scores pending
- ALL Frostproof teachers, Center Manager and Education Coordinator received stipends from the Early Learning Coalition of Polk County for successfully attaining mastery levels in the 2019 Winter Early Learning Florida (ELFL) courses.
- All Personnel Change Notices (PCN) for 10-month staff and performance evaluations are in process
- Polk County had its End of Year Ceremonies Friday, May 31, 2019 celebrating the accomplishments of the children, parents, and staff.
- Summer Feeding Program dates are June 10-July 30, 2019 staff have been identified and in the process of taking the training!
- JumpStart Development Center DCF Child Care Inspection 4/17 non-compliances noted: training requirements provider did not have documented proof that all staff were trained and knowledgeable of use of fire extinguishers; and Immunization Records for one child expired; Re-inspection May 21, 2019 program is in compliance!
- Tri-County Human Services will be providing life skills to the children participating in the Summer Feeding program twice a week.
- Frostproof Child Development Center's End of Year Survey (20) parents have requested care during the summer and winter break due to lack of quality services in the community, Program Director to discuss in detail with CEO how to meet the needs of the community by offering year-round child care & school readiness services.
- Polk County's program calendar has been finalized for the 2019-2020 year!

Facilitated Program Directors Management May 14, 2019 discussion topics included:

- End of Year Updates
- Clockwise & WIFI updates
- Staff Appreciation
- PIR Updates
- Polk County Calendar 2019-2020 Review
- Summer Feeding Program Update

Parent Meeting Chair conducted parent meeting, May 10, 2019 discussions will include:

- ADA
- Mental Health Awareness information
- ELC Class Observations April 22-May 24, 2019
- End of Year Festivities
- Financial Literacy provided by The Care Center of Frostproof

Record Keeping & Reporting

- Statistical reports attached for review
- Disability reports Polk County has 2 suspected children and (6) children with disabilities enrolled with disabilities

Human Resources

- FCDC had one termination of substitute caregiver; and no new hires for May

Facilities Updates for the Month of May

- Grounds & Pest Control were maintained through May

- Staff received all necessary supplies ie. diapers, wipes and cleaning supplies in order to ensue a healthy and safe learning environment.
- Palm Trees were trimmed and cut

Monitoring

- CLASS observations were conducted in May by the ELC, report pending

Fiscal

- The program generated non-federal (in-kind) during the month of May that included volunteering from parents and professionals
- All financial invoices, requisitions, and payroll were submitted timely
- All School Readiness and Childcare income generated for May and all funding has been reported to fiscal.

IT Support Services

- Frostproof Child Development WIFI project was completed in May with the assistance from IT.

Family and Community Partnerships

- Family Services staff conducted home visits and recruitment the month of May
- Family Services has recruited 95% of the children for EHS for the 2019-2020 program year.

Nurturing Fatherhood Program

- Fatherhood Chair and other members participated in the End of Year Activities

Early Childhood & Health Services

- First aid kits, cleaning & sanitation supplies were provided to all classrooms
- All benchmark for ELC Pay for Performance Quality Rating Improvement System (QRIS) have been completed for the year.
- Education Coordinator in Polk participated in CLASS observation process
- Health Services Manager participated in Service Delivery Team meetings in April
- Education Coordinator completed mentoring and coaching to the education staff.

Program Deficiencies if applicable:

n/a

Proposed Strategy to Correct Deficiency/ (ies)

n/a

Special Accomplishments:

- Polk County Education staff received monetary stipends from the Early Learning Coalition for obtaining mastery level in Early Learning Florida courses
- DCF Licensing inspection no findings

Five Year Strategic Plan Related Achievements:

- **Goal 1. Create Additional Educational Experiences for Staff**
 - Develop a better educated and more highly skilled workforce
 - Staff participated in Statistical Reporting Training by Family Community Partnership Manager
 - Education staff successfully participated in the Early Learning Coalition Pay for Performance Project obtaining mastery level in their courses.
- **Goal 2. Devise a Plan of Upward Mobility within the Agency**
 - Provide individual opportunities for creativity
 - Internal postings for positions are shared with internal staff
 - Program staff participate in Self-Assessment, Staff Appreciation Planning, Service Delivery Team Meetings, and CLASS observations

- **Goal 3. Partner with Other Entities for More Efficient Service Delivery**
 - Explore membership in community service organizations and aggressively seek fundraising opportunities with banks vendors etc.
 - Polk County community partners like the Care Center who have donated perishables, clothing and other items to the center for families to assist with obtaining or attaining self-sufficiency.
 - Polk County partnered with Central Florida Health Care to provide trainings at Frostproof Child Development Center
 - Goodwill Program provided reading materials for all children
 - Partnered with CSBG who assisted parents with education and training goals; that led to employment opportunities.
- **Goal 4. Target New Areas of Expansion**
 - Expand Programmatic Thrusts
 - Polk County's VPK and School Readiness program continues to grow 35 over the last (2) years.
- **Goal 5. Enhance Program Development for and Service Delivery to Children and Their Families**
 - Create opportunities for academic success for children
 - Teachers were provided training during the Annual Meeting to further assist with their professional development goals.
 - WH Behavioral Health continue to provide observations and mental health consultations to children and staff
 - Computers have been ordered for all classrooms to enhance learning experience for VPK /School Readiness classrooms.
 - Individual meetings, mentoring and coaching is provided to all teaching staff monthly.
 - Staff participated in trainings through ELC-Polk, Region IV, Polk County Sheriff's Department and the Fatherhood Conference that directly impact service delivery to children and families.

Special Projects:

Each year at our End of Year Activities we honor an alumni of Frostproof Child Development Center annually for their accomplishments. This year we honored Nickell Robey-Coleman of NFL, LA RAM's; Coca-Cola Enterprise as our Business Partner of the Year for their continuous support; Parent Committee Chair & Policy Council Chair Tammarind Hill for her service; Former parent now employee of ALPI Lakayla Jackson for volunteer of the year; Amanda Blocker former parent now employee who received the Self-Sufficiency Success Award and our Facility Specialist, Mr. Rix was elected Employee of the Year by the Frostproof Child Development Team. This event bring the Frostproof Community together yearly with plenty of food, drinks prizes and program information For more information on this event go to <https://www.theledger.com/news/20190531/nfl-star-looks-to-inspire-academic-success-in-his-hometown-frostproof>

Critical Concerns/Challenges:

- n/a

UPCOMING EVENTS

- Policy Council June 5, 2019
- Region IV Leadership Conference June 17-20, 2019
- Board of Directors Picnic & Board Meeting June 15, 2019

ALPI HEAD START/EARLY HEAD START MONTHLY STATISTICS REPORT

	EHS	HS	THIS MONTH	TO DATE
8. Number of EHS and HS children who have completed a professional dental examination	0		0	84
9. Of the children in B8, the number of children diagnosed as needing treatment	0		0	1
10. Of the children diagnosed in B9, the number of children who received or are receiving treatment	0		0	1
11. Of the children examined in B8, the number of children who received preventive (care X-ray Cleaning Only)	0		0	0
12. Number of EHS and HS children with up-to-date immunizations	7		7	115
13. Number of EHS and HS children with complete immunizations	0		0	1
14. Number of EHS and HS children with current physicals	6		6	126
15. Number of EHS and HS children receiving WIC services	0		0	68
16. Number of EHS and HS children receiving meals via Child Care Food Program	0		0	73
17. Number of teacher and caregivers home visits completed (1 st)	0		0	76
18. Number of teacher and caregivers home visits completed (2 nd)	0		0	76
19. Number of parent/teacher/ caregivers conferences completed	0		0	76
20. Number of EHS/HS with baseline assessments completed	0		0	76
21. Number of EHS/HS with mid-year assessments completed	0		0	56
22. Number of EHS/HS with final assessments completed	54		54	54
SERVICE DELIVERY cont'd				
C. Mental Health and Disabilities				
1. Number of EHS and HS children with a diagnosed disability	1		1	6
2. Of the EHS and HS children in E1 with a diagnosed disability, the number with an IEP or IFSP	0		0	5
3. Of the EHS and HS children in E1 with a diagnosed disability, the number determined by LEA or Part C	0		0	5
4. Number of EHS and HS children with suspected disabilities	0		0	5
5. Number of referred EHS and HS children awaiting testing or staffing	0		0	8
6. Number of EHS and HS children referred for mental health services outside of the program	0		0	0
7. Number of EHS and HS children the MH Professional Consultant with staff about child's behavior/mental health	2		2	4
8. Of the children in E7, the number the MH Professional provided three or more consultations.	0		0	0
9. Number of children the MH Professional consulted with the parent about their child's behavior/mental health.	0		0	0
10. Number of children the MH Professional provided an individual mental health assessment	0		0	2
11. Number of children the MH Professional facilitated a referral for mental health services	0		0	0
12. Number of MDT's meetings	0		0	1
13. Of the number of MDT meetings, the number of children the team determined to have a disability	0		0	0
1. Indicate the number of pregnant women who received the following services while enrolled in EHS				
a. Prenatal and postpartum health care			0	5
b. Mental health intervention and follow up			0	0
c. Substance abuse prevention			0	0
d. Substance abuse treatment			0	0

ALPI HEAD START/EARLY HEAD START MONTHLY STATISTICS REPORT

e. Prenatal education on fetal development	0	5
f. Information on the benefits of breastfeeding	0	5
1. Number of children receiving transportation services	0	0
2. Number of field trips taken	0	0

SIGNATURE: Christine Wilson	JOB TITLE: CDSM	DATE: 5/31/2019
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Parent Committee Reports

The Agricultural and Labor Program, Inc.
Head Start/Early Head Start
Parent Committee Report Form
For May 2019

Center: CDFSC

Date: 5/31/19

Center Activities Summary:

(Accomplished activities such as education/curriculum, parent trainings, field trips, screenings, community partnerships/involvement, special events, etc.)

- Mental Health Consultant was on site for consultations.
- VPK Assessment APIII successfully completed during the month.
- The Agency's Annual Staff Appreciation Luncheon was held during the month and was a success.
- The Moving on/ moving up Ceremony for children transitioning into Kindergarten and moving up to the 3 and 4 year old classrooms for the upcoming school year was held on May 29, 30, 31, 2019. Individual ceremonies were well attended as the children were able to showcase to their parents, skills learned throughout the school year.
- The parent committee meeting/training took place on May 14, which was the same day as the parent end of the year activity. The trainer provided the parents with information concerning summer safety and programs offering services for the summer. I also reminded the parents that the agency would also have a summer program which would be funded through SR/Summer VPK. They were encouraged to apply. Parent/Child engagement planned activities and games focused on Hispanic Cultural in honor of Hispanic Cultural Celebration.
- Class monitoring took place during the month as a requirement for SR programs.
- Department of Children and Families (DCF) monitoring took place during the month for the purpose of relicensing.
- The annual educational boot camp took place for the past two months to further assist children who showed concerns in identified areas who are transitioning to kindergarten.
- Classroom monitoring took place throughout the month and staff was informed of results and strategies to enhance daily interactions with the children.
- National Teachers' appreciation week was celebrated during the month. Parents really showed teaching staff how grateful they were to have them as their child's teacher by offering kind words, hugs, flowers, thank you cards and even gifts. The agency also acknowledged teaching staff individually and collectively as well.
- Enrollment process began for the upcoming school year of which the selection process took place and appointments were made to complete the actual enrollment paperwork.
- The final parent conferences were successfully completed during the month where parents were updated on the academic status of their child. They were also given suggestions and ideas of activities they could do with their child over the summer months.

Parent Committee Meeting: Omitted

(Discussed topics, trainings, special speaker, etc.)

Action Items for Policy Council:

(Items that require Council approval such as use of the Parent Activity Funds)

Upcoming Events:

- Agency's Annual Picnic

Submitted by: Crystal Dames, CDSM

Revised 01/2008

**The Agricultural and Labor Program, Inc.
Head Start/Early Head Start
Parent Committee Report Form**

Center: Francina Duval HEAD START

Date: May 2019

Center Activities Summary:

(Accomplished activities such as education/curriculum, parent trainings, field trips, screenings, community partnerships/involvement, special events, etc.)

Some of the activities that the children have been reviewing are building and insects, how do we build, what type of tool do we use to build, and where do insects come from, how do they live, the children also learned about the characteristics of insects,

Parent Committee Meeting:

(Discussed topics, trainings, special speaker, et

The parent meeting was held on May 9th with going over the moving up ceremony and the parent activities that will be held after the children activity. The place of the activity will take place at the Queen Townsend II Center on May 28th in the morning.

Action Items for Policy Council:

- Francina Duval Moving up Activity May 28th at 10:00am
- Francina Duval Parent activity will take place after the children activity.
-

Upcoming Events:

June 4th Head Start staff and children last day of school
June 6th Cat summer program begin
June 7th last day for Early Head start
June 22nd Annual Fun Day and Picnic for all parents and staff.

Submitted by: Mary Brunson

Revised 01/2008

The Agricultural and Labor Program, Inc.
**Head Start/Early Head Start
Parent Committee Report Form**

Center: Garden Terrace HSC

Date: May 2019

Center Activities Summary:

(Accomplished activities such as education/curriculum, parent trainings, field trips, screenings, community partnerships/involvement, special events, etc.)

- NEW Enrollments process begins April 2019 for the school year 2019 – 2020.
- VPK Assessments AP3 begin May 1, 2019 – May 23, 2019.
- 2nd Parent/Teacher Conferences begin May 1 – 21, 2019. Partner with Teaching Staff and Parents for the month of May 2018.
- Children's Forum (ELC CLASS Observations) conducted May 13 & 15, 2019.
- VPK Provider Monitoring conducted May, 2019.
- Moving Up Ceremony & End of the Year Parent Activity Celebration: May 29, 2019.
- Violence Reduction Partnership Program visit center on May 28, 2019: Reading Day with children in classrooms. Each individual classroom received a certificate from VRP Program.

Parent Committee Meeting: May 9, 2019

(Discussed topics, trainings, special speaker, etc.)

- Close – out Parent Training with Families of the Treasure Coast of St. Lucie County; Donna Gibson. Month of May 2019 Activities: Topic Discuss: Moving Up Ceremony & End of the Parent Activity Celebration.

Action Items for Policy Council:

(Items that require Council approval such as use of the Parent Activity Funds)

- n/a

Upcoming Events:

Recruitment/Enrollments for the School Year 2019 - 2020.

Submitted by: Sandra Menree, GDSM

The Agricultural and Labor Program, Inc.
Head Start/Early Head Start
Parent Committee Report Form

Center: ALPI George W. Truitt Family Services Center Date: May 31, 2019

Center Activities Summary:

(Accomplished activities such as education/curriculum, parent trainings, field trips, screenings, community partnerships/involvement, special events, etc.)

2 nd Parent/Teacher Conference.....	May 1-21, 2019
Teacher Appreciation Week.....	May 1-3, 2019
Hispanic Cultural Celebrations.....	May 3, 2019
Mother's Day Celebration.....	May 10, 2019
Parent Committee Meeting.....	May 14, 2019
Policy Council Meeting.....	May 15, 2019
Field Day-Physical Fitness Day.....	May 17, 2019
Staff Appreciation.....	May 24, 2019
Memorial Day Holiday for All.....	May 27, 2019
Community Engagement Reading Day.....	May 28, 2019
Moving On- Up Ceremony.....	May 31, 2019
End of the Year Parent Celebration.....	May 31, 2019

Parent Committee Meeting:

None at this Time.

Action Items for Policy Council:

None at this time.

(Items that require Council approval such as use of the Parent Activity Funds)

None at this time.

Upcoming Events:

Field Day.....	June 4, 2019
Head Start/Students Last Day.....	June 4, 2019
Head Start/Students Last Day.....	June 7, 2019
Policy Council Meeting.....	June 5, 2019

Submitted by: Donna Hammond, CDSM

The Agricultural and Labor Program, Inc.
**Head Start/Early Head Start
Parent Committee Report Form**

Center: LPHSC

Date: May 2019

Center Activities Summary:

(Accomplished activities such as education/curriculum, parent trainings, field trips, screenings, community partnerships/involvement, special events, etc.)

- Classroom observations conducted by Edu. Coordinator on May 3, 2019.
- Perfect attendance awarded to 23 children for the month of April on May 8, 2019.
- Mother's Day Activity on May 8, 2019.
- Parent/Child Engagement activity with 23 parents engaged in activities with their child on May 8, 2019.
- Perfect Attendance Certificates awarded to 28 children for the month of April on May 8, 2019.
- Field Day "Physical Fitness Day" May 17, 2019.
- Parent Training/End of the Year Activity on May 17, 2019.
- CLASS observations conducted by Children Forum Observer.
- Early Release at 11:30a.m. on May 24, 2019.
- Moving Up Ceremony conducted on May 30, 2019.

Parent Committee Meeting: 5/8/19

(Discussed topics, trainings, special speaker, etc.)

- Summer Innovative Academy "STEM Program.
- 2nd Parent/Teacher Conference.
- Children Arrival/Departure.
- Children attendance and scheduling Doctor's appointments.
- Release of non-returning Immunization Records & Physicals
- Health Fair/Orientation for returning Children.
- Returning Children updated immunization and physical.

Action Items for Policy Council:

(Items that require Council approval such as use of the Parent Activity Funds)

- None at this time

Upcoming Events:

None

Submitted by: Glenda Johnson, CDSM

Revised 01/2008

The Agricultural and Labor Program, Inc.
**Head Start/Early Head Start
Parent Committee Report Form**

Center: QTHS II

Date: May 8, 2019

Center Activities Summary:

(Accomplished activities such as education/curriculum, parent trainings, field trips, screenings, community partnerships/involvement, special events, etc.)

- **School Pictures;** These will be available by the end of the month for pick up. The exact date is not yet know.
- **Moving Up Ceremonies;** Three ceremonies will be held. The dates were verified as well as the classes to be involved on each day. The dress code is Sunday best at the discretion of the parent. Individual celebrations will follow each ceremony in the child's classroom. The theme is Hawaiian Luau.
- **ALPI Summer Academy;** plans are being made to open a summer academy for parents who are in need of quality care or enrichment during the summer months. Details will be released as they are established.

Parent Committee Meeting:

(Discussed topics, trainings, special speaker, etc.)

- **Parent Information: Mental Health Awareness Month;** A brief discussion was held regarding resources available to parents and families who are dealing with mental health issues at home. Informational fliers were shared and parents were encouraged to confide in FSWs, CDSCs and the CDSM if they are feeling overwhelmed or if they are seeking Mental Health Services.

Action Items for Policy Council:

(Items that require Council approval such as use of the Parent Activity Funds)

- None at this time.

Upcoming Events:

- 5/10 Mother's Day Surprises!
- 5/17 Field Day Activities 10-11AM for Head Start Classrooms
- 2-3PM for VPK Classrooms
- 5/17 Parent Resource Fair from 1:30-2:30 PM
- 5/21-23 Moving Up Ceremonies for all Rising Kindergarteners
- 5/24 Staff Appreciation Day
- 6/4 Last Day for Head Start; 6/7 Last day for EHS

Submitted by: 

**FREE
ADMISSION**



**RESTORING HOPE MINISTRIES 2ND ANNUAL
FAMILY COMMUNITY FUN DAY**

FREE EVENT ALL ARE WELCOME
SATURDAY JULY 6TH 2019 | 11AM - 3 PM

PERCY PEAK GYM
2902 AVE D, FORT PIERCE, FL 34947
FREE FOOD AND DRINKS



DOOR TO BE FREE, INC. WELCOMES CHILDREN TO VISIT ACTIVITIES

BOUNCE HOUSE, FACE PAINTING, ARTS AND CRAFTS, MUSIC, GAMES, RAFFLES AND MORE!

APPLY ONLINE TODAY!!!

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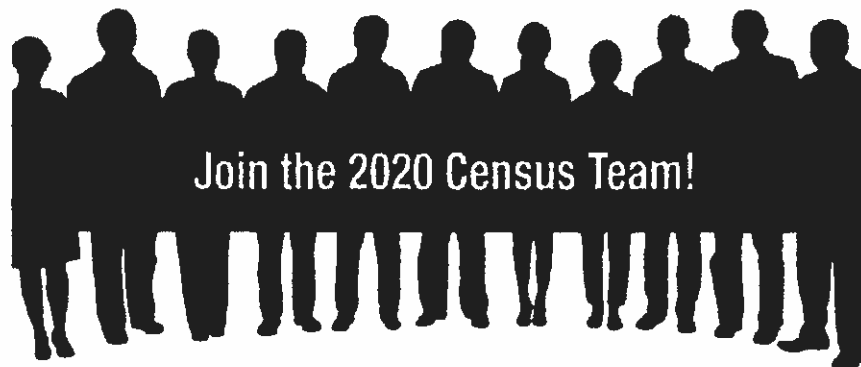
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Federal Relay Service (800) 877-8339 TTY/ASCII

The Federal Relay Service (FedRelay) provide telecommunication services to allow individuals who are deaf, hard of hearing, and/or have speech disabilities to conduct office business with and within the federal government.

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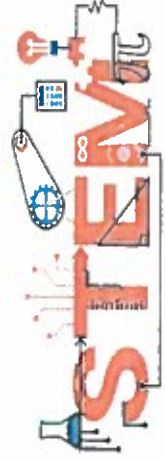


Recruiting Assistants, Clerks, Office Operations

Supervisors and Census Takers

PAY RANGES VARIES BASED ON POSITION AND LOCATION:

\$13.50 – \$24.00 HOURLY



Eligibility

Must be eligible for School Readiness through the Early Learning Coalition State Portal or private pay.

Give your child a fun and exciting summer!

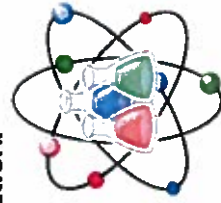
Innovative Discovery and Exploration Academy (IDEA)

Unlocking and expanding children's potential this **SUMMER!**

The Innovative Discovery and Exploration Academy will focus on **STIMULATING** learning through hands-on-activities. The academy's concept is based on the understanding that children learn by doing and by being involved.



The sensory motor stage of development, in which children use all of their senses to find out about the world, is the essential stage for incorporating **STEM** as much as possible. The academy will see children as co-participants not as the recipients of information.



Implementing an innovative and advanced learning environment for children, ages 3-5 eligible for School Readiness or private pay. This will be an environment designed to promote the children's use of critical thinking, make creations and inventions and improve on their **academic learning**. The academy will utilize the Florida Early Learning and Developmental Standards, and requirements and expectations of public school for kindergarten.

SERVICE LOCATIONS:

ALPI Child Development and Family Services Center @ 198 NW Marion Ave, Port St. Lucie, FL 34983
ALPI Queen Townsend Head Start Center II @ 2202 Avenue Q, Fort Pierce, FL 34950
ALPI Lincoln Park Head Start Center @ 1400 Avenue M, Fort Pierce, FL 34950

Days of Operation: Monday-Friday Hours of Operation: 8:00 am to 5:00 pm

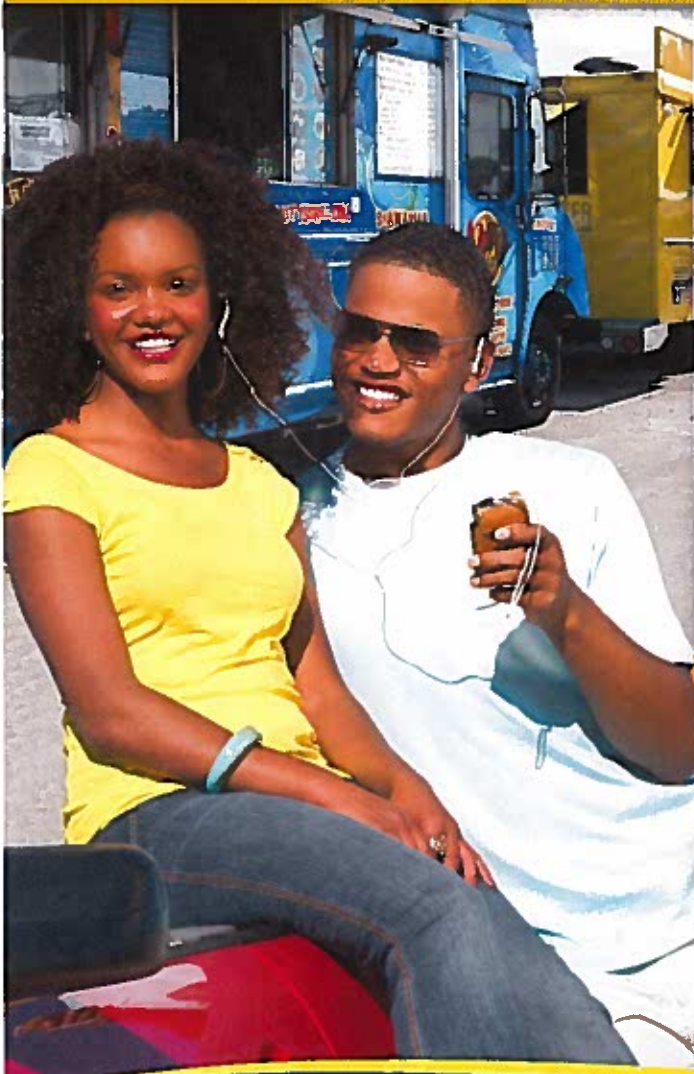
Space is limited call now @ (772) 466-2631

COMMUNITY BLOCK PARTY

Friday, June 7—11 a.m. to 3 p.m.

Blackburn Educational Building, 3002 Avenue D, Fort Pierce, FL 34947

Lincoln Park Career Pathways Health & Job Fair 2019



Health Screenings
Job Opportunities
Second-Chance Employers
Free Career Pathways Classes
Voter Registration
Food Trucks
Free Giveaways
Door Prizes

Health screenings provided by community partners: Blood Pressure, Blood Sugar, Bone Density, Dental & Eye and HIV/STD.

Children must be accompanied by parent or guardian.

For more information, call: 772-462-7100
or contact Melanie George
Lincoln Park Career Consultant at
772-462-7395 or mgeorge@irsc.edu



INDIAN RIVER STATE COLLEGE

Blackburn Educational Building

www.irsc.edu

IRSC is an EA/EO educational institution.

FREE To Lincoln Park Residents

Lincoln Park Career Pathways Initiative



Fast Track to Manufacturing/ Certified Production Technician (CPT)

This eight-week program includes training in safety, production processes, maintenance awareness and quality assurance. In addition, there are classes in blueprint reading, measurement, OSHA 10 certification and employment readiness.

The Fast Track program is a blended classroom and online program designed around an initial set of technical skills with the goal of students becoming Certified Production Technicians (CPT) and earning interviews for employment.



Certified Logistic Associate (CLA)

This eight-week blended classroom and online program provides the foundational knowledge needed to understand the business of supply chain and related skills.

Training includes lessons in the warehouse and shipping supply chain environment, safety, safe equipment operation, material handling equipment, quality control, workplace communication, teamwork and problem-solving and the use of computers.



Certified Nursing Assistant (CNA)

The nursing assistant program provides training for basic care in hospitals, nursing homes, physicians' offices, clinics and in-home care. This eight-week program teaches essential skills such as assisting patients with activities of daily living, taking vital signs, monitoring and reporting patient activity, setting up medical equipment, assisting with medical procedures, and providing physical, social and emotional support.

Students who successfully complete the program are eligible to sit for certification in the State of Florida to become a Certified Nursing Assistant.

Funded by:



In collaboration with:



For more information,
contact
Melanie George
at 772-462-7100
or email
mgeorge@irsc.edu

Programs scheduled at the
IRSC Blackburn Educational Building, 3002 Avenue D, Fort Pierce, Florida



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NFL star looks to inspire academic success in his hometown Frostproof

By Kevin Bouffard

Posted May 31, 2019 at 7:12 PM

Updated Jun 2, 2019 at 9:54 AM

FROSTPROOF — Few preschool graduation ceremonies draw scores of people, but the one Friday for the Head Start program at the Frostproof Childhood Development Center did so thanks to a famous alumnus, NFL star Nickell Robey-Coleman, a defensive back for the Los Angeles Rams.

Certainly Robey-Coleman's athletic success drew the crowd, but he came hoping his little noticed academic success would inspire the 16 graduates and other children more.

"(The Development Center) prepared me way ahead of other institutions in my life," said Robey-Coleman, a 2010 honors graduate of Frostproof Middle-High School, who recently received his bachelor's degree from the University of Southern California, which he left early in 2013 to pursue his NFL career. "This is by far one of the best programs around."

Robey-Coleman credited the center with laying the foundation for his future success in athletics and academics, including becoming a member of the National Honor Society while at Frostproof High. The Society honors students with high grades (at least 3.5 on a 4-point scale) with a record of community service and leadership.

"I remember only good times here," Robey-Coleman told The Ledger. "This was the kick starter. This is how I became what I am."

Having a successful alum return as a role model means everything to the current graduates and students, said Aletta Stroder, program director of operations at the Development Center.

“He highlights the importance of early education — introducing literacy at an early age and fostering a thirst for education,” Stroder said. “It means everything to this community. Early education is very important. It determines what you do in the future. Nickell Robey-Coleman demonstrates that.”

Many casual football fans may not recognize Robey-Coleman by name, but they will recall his part in one of the most controversial plays in the 2018 NFL season.

With just 1:45 to go in the Jan. 20 NFC Championship game between the Rams and the New Orleans Saints, Robey-Coleman collided with Saints receiver Tommylee Lewis, resulting in an incomplete pass. The game ended at a 23-23 tie in regulation. The Rams won 26-23 in overtime and went on to the Super Bowl, which they lost to the New England Patriots.

The play became controversial because the referees did not flag Robey-Coleman for pass interference. Had a penalty been called, the Saints would have had a first down on the 5-yard line.

Most people who saw replays of the play, including top NFL officials and Robey-Coleman himself, judged it was pass interference. Saints fans yelled loudly (some still do) that it cost the team the game and a trip to the Super Bowl.

Robey-Coleman said he still gets comments about the play, and he again acknowledged he normally would have been flagged for pass interference. But he takes it all now with humor.

“I still hear about it. It’s still shown on ESPN,” he said. “It is what it is. There’s nothing I can do about it. At this point, now that the Super Bowl’s over, we can joke about it. It’s over.”

In the past month, Robey-Coleman has gotten a lot more attention for his recent bachelor’s degree in policy, planning and development from Southern California.

Rams Head Coach Sean McVay surprised Robey-Coleman by announcing his degree at a practice in early May, and his teammates celebrated the occasion by giving him a Gatorade bath while McVay furnished a cake. A video of the event is on ESPN's Facebook page.

"I've gotten a lot of reaction on social media," Robey-Coleman said.

He got the degree because he promised his late mother, Maxine Coleman Robey, that he would get a his degree, Robey-Coleman told the media. She died in 2010 shortly before he began at the university.

"I think she would be so proud," Robey-Coleman said Friday. "This is an extension of her love."

Christine Wilson, Robey-Coleman's aunt and the child development manager at the Frostproof Development Center, said Maxine Robey was a "stern advocate for education."

Wilson has worked at the center for 46 years, and she remembers when her nephew was a student there. She pointed to his graduation photo on the wall of the library.

"I feel the center definitely gave him a head start," she said. "I think he shows children can grow up to be whatever they want to be. Education is important."

— *Kevin Bouffard can be reached at kevin.bouffard@theledger.com or at 863-802-7591.*

By [illegible]
[illegible]
[illegible]

Educational Homecoming



Los Angeles State instructor Michel Robey-Caldwell gives a brief talk about careers to 15 youngsters and attending the Educational Homecoming...
development Center during the 4th Annual Homecoming Development Plunk at University of Southern California...
and 1970: Matthew

NFL star leads to resolve... development Center

By [illegible]

Los Angeles State instructor Michel Robey-Caldwell...
development Center during the 4th Annual Homecoming Development Plunk at University of Southern California...
and 1970: Matthew



Los Angeles State instructor Michel Robey-Caldwell...
development Center during the 4th Annual Homecoming Development Plunk at University of Southern California...
and 1970: Matthew

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and 1970: Matthew

