



ACADIA PARISH SCHOOL BOARD
HEAD START PROGRAM
POLICY COUNCIL



MEMORANDUM

TO: Policy Council Representatives/ Alternates
FROM: LaTanya Evans – Head Start Director
DATE: December 8, 2023
SUBJECT: DECEMBER 2023 MEETING SCHEDULED

The regularly scheduled meeting for the Head Start Policy Council is:

ACADIA PARISH HEAD START POLICY COUNCIL
Thursday, December 14, 2023 · 6:00 – 7:00pm

Google Meet joining info
Video call link: <https://meet.google.com/myf-dapx-wpa>
Or dial: (US) +1 904-352-1420 PIN: 653 881 370#

IMPORTANT – QUORUM NEEDED

IF YOU NEED A SITTER, PLEASE CALL THE OFFICE AT 337-783-6377.

We want to make your attendance as convenient as possible. Child sitting services will be provided and we can also arrange to provide transportation for those who may need it.

ALL POLICY COUNCIL MEMBERS, ALTERNATES, COMMUNITY REPRESENTATIVES ARE ASKED TO CALL AS SOON AS POSSIBLE AND LET US KNOW THAT YOU WILL ATTEND. When you phone us, please let us know if you will need a sitter or transportation.

RSVP by calling (337) 783-6377, ext. 231.

SPECIAL NOTE FOR PARENT COMMITTEE PRESIDENT:

Enclosed is your copy of the Policy Council meeting packet. Remember the Parent Committee must be informed that your council's Parent Representative is attending the meetings for your center.

cc: *APSB Executive Staff/ APSB Board Members*

AGENDA

ACADIA PARISH SCHOOL BOARD - HEAD START PROGRAM POLICY COUNCIL

Thursday, December 14, 2023 - 6:00 P.M.

Acadia Parish Head Start Central Office (Conference Room)

800 North Western Avenue – Crowley La 70526

SECTION I. OPENING ITEMS

- A. CALL TO ORDER
- B. PRAYER/ PLEDGE OF ALLEGIANCE
- C. WELCOME/ RECOGNIZE NEW REPRESENTATIVES/ RECOGNIZE GUESTS, STAFF & VISITORS
- D. ROLL CALL – DETERMINE IF THERE IS A QUORUM
- E. CONSIDER APPROVAL OF AGENDA/ STATE REVISIONS, IF ANY
- F. CONSIDER APPROVAL OF MINUTES OF MEETING HELD NOVEMBER 16, 2023

SECTION II. REPORTS

- A. CENTER REPORTS
- B. TREASURER'S REPORT
- C. HEAD START DIRECTOR'S REPORT
- D. BUDGET REPORT AND APPROVAL OF ANY BUDGET ADJUSTMENTS, IF NEEDED

SECTION III. ROUTINE ITEMS (ACTION ITEMS)

- A. REVIEW AND CONSIDER APPROVAL OF ANNUAL REPORT 2022-2023 TO BE RELEASED TO THE PUBLIC
- B. CONSIDER RECOMMENDATION AND APPROVAL OF NEW HIRE FOR TEACHER (AP RAYNE HEAD START CENTER)
- C. CONSIDER RECOMMENDATION AND APPROVAL OF NEW HIRE FOR DIRECT SUPPORT ASSISTANT (AP RAYNE HEAD START CENTER)
- D. CONSIDER RECOMMENDATION AND APPROVAL OF NEW HIRE FOR FAMILY ADVOCATE (AP ROSS HEAD START CENTER)

SECTION IV: NEW BUSINESS (DISCUSSION ITEMS)

- A. COUNCIL TRAINING – BUDGET

SECTION V. OLD BUSINESS (ACTION ITEMS)

SECTION VI. CORRESPONDENCE REVIEW

SECTION VII. ADJOURNMENT

MINUTES OF MEETING

THURSDAY, NOVEMBER 16, 2023

6:00 P.M.

REGULAR MEETING

MEETING CALLED BY: Eric Jolivette, Council Chairperson
NOTE TAKER: Kristy Johnson, Council Treasurer and Google Meet Recording
COUNCIL PRESENT: Eric Jolivette, Philip Dunbar, Kristy Johnson, Brian Mouton, James Etta David, Cassidy Kondert, Brandon Miguez, Shavaun Miller, Brandon Broussard, Rae Ann Buford-Hanks
STAFF/ GUESTS PRESENT: Shawn Lejeune, Dr. Lawanda Lamar-Bellamy, Sonjatina Wilridge, Rosaline Landry, Kelly Rogers, Janet Walker, Karen Marx, Cynthia Scott, Sondrea Wade

AGENDA TOPICS:

SECTION I. OPENING ITEMS: CALL TO ORDER, PRAYER/ PLEDGE OF ALLEGIANCE, WELCOME/ RECOGNIZE NEW REPRESENTATIVES/ RECOGNIZE GUESTS, STAFF & VISITORS, ROLL CALL

The Acadia Parish Head Start Policy Council met for a regularly scheduled meeting on Thursday, November 16, 2023 at 6:00 p.m. at the Head Start Central Office (Conference Room). Several participants attended via Google Meet. Eric Jolivette, Chairperson, called the meeting to order at 6:14 p.m. Brandon Miguez, Council Chaplain, led the prayer. Pledge done in unison. Chairperson called for recognition of those persons present in the meeting. Kristy Johnson, Council Treasurer, called the roll.

QUORUM PRESENT

CONSIDER APPROVAL OF AGENDA/ STATE REVISIONS, IF ANY:

Council reviewed the agenda.

Motion made by James Etta David; second Brandon Miguez. MOTION CARRIED

CONSIDER APPROVAL OF MINUTES OF MEETING HELD NOVEMBER 2, 2023:

Council reviewed the minutes of the November 2nd meeting.

Motion made by Brandon Miguez; second by Shavaun Miller. MOTION CARRIED

SECTION II. REPORTS:

A. CENTER REPORTS:

Representatives from each center gave a report on center activities and events.

B. TREASURER'S REPORT:

Kristy Johnson, Council Treasurer, reported a beginning and ending balance of \$1,201.94.

C. HEAD START DIRECTOR'S REPORT:

COUNCIL TRAINING—EARLY CHILDHOOD DEVELOPMENT (CURRICULUM AND EDUCATION) – Training to be administered to the council as part of tonight's meeting. FA1 FEDERAL MONITORING REVIEW – FA1 Federal Monitoring Review is complete. No findings. There are some areas of improvement. An improvement plan is being implemented. FA2 FEDERAL MONITORING REVIEW – FA2 Federal Monitoring Review is complete as of Friday, November 3rd. A report has not been received from the Office of Head Start. HSCO STAFF MEETING – A meeting was held with Head Start Specialists on Tuesday, November 7th to discuss ongoing monitoring. FAMILY SERVICES STAFF MEETING – A meeting was held with Family Advocates on Wednesday, November 8th. CAREER DEVELOPMENT – The Career Development Program is designed to assist staff persons in earning a specific degree to fulfill the requirement and to provide other staff with the opportunity for advanced training and academic credit towards degrees for career advancement or personal professional development. The program currently has three (3) participants serving as Teachers. A follow-up meeting was held on November 9th to receive grade reports along with their schedule. STAFFING – Medical Leave – one (1) Site Supervisor, one (1) Teacher, two (2) Teacher Assistants, one (1) Family Advocate and one (1) Cafeteria Technician. Resignation – One (1) Teacher. Position Openings – The following positions are available: Family Advocate at AP Ross, Teacher at AP Rayne, Direct Support Assistant at AP Rayne. The program is also seeking substitute classroom assistants at all four (4) sites.

D. BUDGET REPORT AND APPROVAL OF ANY BUDGET ADJUSTMENTS, IF NEEDED:

Kim Breaux, Bookkeeper, reviewed the Budget Report with the council. There are no adjustments.

Council expressed concern regarding the front door at AP Ross Head Start. An update will be given at the next council meeting in December.

SECTION III. ROUTINE ITEMS (ACTION ITEMS):

None.

SECTION IV. NEW BUSINESS (DISCUSSION ITEMS):

A. COUNCIL TRAINING – EARLY CHILDHOOD DEVELOPMENT (CURRICULUM AND EDUCATION)

Training administered to the council by Education/ Disabilities Specialist, Kelly Rogers.

Dr. Lawanda Lamar-Bellamy, Crowley Child and Adolescent Clinic, presented information on health and wellness.

SECTION V. OLD BUSINESS (ACTION ITEMS):

None.

SECTION VI. CORRESPONDENCE REVIEW:

None.

SECTION VII. ADJOURNMENT:

The Chairperson thanked everyone for attending. The Chairperson called the meeting to adjourn at 6:47 p.m.

MEETING ADJOURNED

(Minutes prepared by Program Secretary via Council Secretary's notes)

Approved by Policy Council – December 14, 2023 – YES / NO

Eric Jolivette, Policy Council Chairperson

DIRECTOR'S REPORT

1301.3 PROGRAM GOVERNANCE

- **COUNCIL TRAINING – BUDGET** – Training on the Head Start Budget will be presented to the council as part of the December 14th meeting. Mr. Justin Carrier, Chief Financial Officer – Acadia Parish School Board, will serve as presenter.

1302.101 MANAGEMENT SYSTEM

- **ANNUAL REPORT 2022-2023** – Annual Report 2022-2023 is now complete. Approval for its release to the public will be requested at the upcoming December 11th council meeting. *(Please see the REPORTS section of this packet)*
- **PARISH-WIDE TRAINING** – A parish-wide Professional Development Training to be held on January 8, 2024.
- **SUPPORT CONFERENCE** – Winter Support Conference to be held in January of 2024.
- **HSCO STAFF MEETING** – Staff meeting held with Central Office staff on November 28, 2023. AP Ross' Site Supervisor and Family Advocate was included in the meeting.

1302 SUBPART I—HUMAN RESOURCES MANAGEMENT

1302.90 PERSONNEL POLICIES

- **STAFFING -**
 - Medical Leave – One (1) Site Supervisor, one (1) Teacher, three (3) Teacher Assistants, one (1) Family Advocate and one (1) Office Assistant.
 - Interviews Held - Interviews for Teacher (AP Rayne Head Start Center) and Direct Support Assistant (AP Rayne Head Start Center) on Wednesday, December 6th. The Interview Committee will present recommendations for hire at the December 14th meeting. Interviews for Family Advocate (AP Ross Head Start Center) is to be held the week of December 11th.
 - Position Openings – The following positions are available: The program is seeking substitute classroom assistants at all four (4) site locations.

CONTENT AREA SUMMARIES

1302.30 EDUCATION AND CHILD DEVELOPMENT PROGRAM SERVICES

1302.30 FULL PARTICIPATION IN PROGRAM SERVICES AND ACTIVITIES

- Site Supervisors held their monthly meeting on December 1st. The most important items discussed was supervisors monitoring teachers with completing Brigance Screenings within the allotted time, teachers individualizing on lesson plans and checking ChildPlus.
- Teachers finalized all student assessments as of October 31st.

1302.61 DISABILITIES

- For the month of November, there are 46 students in total receiving program services: AP Church Point—9, AP Ross—14, AP Estherwood—3 and AP Rayne—20.

Submitted by Kelly Rogers – Education/ Disabilities Specialist

EARLY CHILDHOOD DEVELOPMENTAL SERVICES

1302.40 CHILD HEALTH AND DEVELOPMENTAL SERVICES

- All centers are reporting some cases of the flu, RSV and a few cases of COVID19. Staff are taking extra measures in making sure our schools continue to be sanitized.

1302.42 CHILD HEALTH STATUS

- Family Advocates (FAs) are reviewing children's files for missing information such as physicals, dentals, immunizations, heights and weights and any other health-related concerns.

1302.44 CHILD NUTRITION

- CACFP reimbursement claim for September in the amount of \$35,067.85 has been processed for meal service as follows: Students – breakfast—4423, lunch—4391, snack—4296; Adults (education and cafeteria) – breakfast—88, lunch—721.
- CACFP application has been submitted to the Department of Education. October's claim will be processed once approval is given.

1302.45 CHILD MENTAL HEALTH AND SOCIAL AND EMOTIONAL WELL-BEING

- Mental Health Consultant is continuing observations and intervention in classrooms on those students with behavior concerns.

Submitted by Rosaline Landry – Health/ Mental Health/ Nutrition Specialist

1302 SUBPART A – ELIGIBILITY, RECRUITMENT, SELECTION, ENROLLMENT, & ATTENDANCE

- Registration is ongoing. Currently have 38 children on the waitlist.
- Full enrollment (331) not reached. Current enrollment is 304:
- Each Head Start Center are at full capacity for the staff currently in-place:
 - AP Estherwood – 17
 - AP Church Point – 54
 - AP Rayne – 94
 - AP Ross – 139
 - Total enrollment – 304

1302.31 ERSEA – ELIGIBILITY, RECRUITMENT, SELECTION, ENROLLMENT, AND ATTENDANCE

- Family Advocates are continuing to accept applications for the 2023-2024 program year.
- Average Daily Attendance for November 2023:
 - AP Church Point – 87%
 - AP Estherwood – 91%
 - AP Rayne – 83%
 - AP Ross – 79%

Submitted by Sonjatina Wilridge – Family Partnerships/ Community Engagement Specialist

1302.47(1) FACILITIES

- Routine work orders were received from all centers and completed during the month of November. Facilities are being monitored regularly to assure clean and safe learning environments.

1302.47(4) SAFETY TRAINING

- Monthly fire drills were satisfactorily conducted at all of the centers for the month of November.

1303.4 IN-KIND/ NON-FEDERAL SHARE

- In-Kind reports for AUG / SEPT have been received and are being processed. A current balance will be available at the next Policy Council Meeting.

1303.71 VEHICLES

- All buses are running efficiently; however, the Church Point bus driver reported some power issues that are being checked out by DS Bus South. This has not affected bus service.

1303.73 TRIP ROUTING

A.M. ROUTE	CENTER	TOTAL # STUDENTS	
			NOVEMBER 2022
	CHURCH POINT HEAD START		25
	RAYNE HEAD START		21
	ROSS HEAD START		54
	TOTAL # OF STUDENTS SERVICED:	100	
P.M. ROUTE	CENTER	TOTAL # STUDENTS	
			NOVEMBER 2022
	CHURCH POINT HEAD START		31
	RAYNE HEAD START		34
	ROSS HEAD START		76
	TOTAL # OF STUDENTS SERVICED:	141	

Submitted by C. Domingue – Program Operations Specialist

REPORT(S)

- BUDGET REPORT (NOVEMBER 2023)
- BILL PAYMENTS (NOVEMBER 2023)
- CREDIT CARD CHARGES (NOVEMBER 2023)
- ANNUAL REPORT 2022-2023

2023-2024

BUDGET REPORT

FOR

NOVEMBER 2023

- 570 HEADSTART (PG. 1-5)
- H-001 T T A (PG. 6)
- H-006 AMERICAN RESCUE (PG. 6)

HEADSTART

FOR: 7-1-23 THRU 12-05-2023

HEADSTART	ACCOUNT DESCRIPTION	CLASSROOM	ADJUSTED BUDGET	YTD EXPENSES	PURCHASE ORDERS	AVAILABLE BUDGET	% USED
44340	HEADSTART PROGRAM		-3,371,452	-655,105.18	0.00	-2,716,347	19.40
45230	IN-KIND (NONFEDERAL SHARE)		-781,637	0.00	0.00	-781,637	0.00
<u>PAYROLL</u>							
5115	AIDES		27,819	3,252.66	0.00	24,566	11.70
5210	GROUP INSURANCE		1,500	0.00	0.00	1,500	0.00
5225	MEDICARE		403	47.17	0.00	356	11.70
5231	TRS		6,704	783.89	0.00	5,920	11.70
<u>CLASSROOM</u>							
5115	TEACHERS		587,154	142,281.83	0.00	444,872	24.20
5119	SPECIALIST		45,828	19,103.61	0.00	26,724	41.70
5210	GROUP INSURANCE		45,700	17,380.61	0.00	28,319	38.00
5225	MEDICARE		10,168	2,216.44	0.00	7,952	21.80
5231	TRS		173,222	30,112.82	0.00	143,109	17.40
5115	TEACHER AIDES		341,229	87,546.37	0.00	253,683	25.70
5119	PAYROLL/ EXTENDED TIME PAY		25,001	5,131.76	0.00	19,869	20.50
5210	GROUP INSURANCE		29,225	12,691.55	0.00	16,533	43.40
5225	MEDICARE		5,574	1,253.89	0.00	4,320	22.50
5231	TRS		86,957	19,904.10	0.00	67,053	22.90
5233	SCHOOL EMPLOYEES RETIREMENT		209	136.87	0.00	72	65.50
<u>HEALTH</u>							
5115	CFST		42,062	9,878.11	0.00	32,184	23.50
5210	GROUP INSURANCE		2,200	749.57	0.00	1,450	34.10
5225	MEDICARE		610	130.09	0.00	480	21.30
5231	TRS		10,136	2,380.66	0.00	7,755	23.50
5119	SPECIALIST		28,808	12,003.89	0.00	16,804	41.70
5210	GROUP INSURANCE		6,400	1,976.41	0.00	4,424	30.90
5225	MEDICARE		418	153.65	0.00	264	35.80
5231	TRS		6,943	2,892.93	0.00	4,050	41.70
<u>ADMINISTRATION</u>							
5111	DIRECTOR		79,604	33,168.31	0.00	46,436	41.70
5114	CENTRAL OFFICE/RECEPTIONIST		16,721	0.00	0.00	16,721	0.00
5210	GROUP INSURANCE		7,725	3,040.65	0.00	4,684	39.40

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HEADSTART

FOR: 7-1-23 THRU 12-05-2023

PG -

		<u>ADJUSTED</u>		<u>YTD</u>		<u>PURCHASE</u>		<u>AVAILABLE</u>		
		<u>BUDGET</u>	<u>EXPENSES</u>	<u>EXPENSES</u>	<u>ORDERS</u>	<u>BUDGET</u>	<u>BUDGET</u>	<u>BUDGET</u>	<u>% USED</u>	
<u>ACCOUNT DESCRIPTION</u>										
	<i>KITCHEN</i>									
H3111000	5119	15,512	6,463.63	0.00		9,048	41.70			
H3111000	5210	3,625	1,064.24	0.00		2,561	29.40			
H3111000	5225	226	82.70	0.00		143	38.60			
H3111000	5231	3,738	1,557.75	0.00		2,180	41.70			
H3120000	5116	30,002	28,719.35	0.00		1,283	95.70			
H3120000	5225	435	416.44	0.00		19	95.70			
H3120000	5231	7,231	6,978.58	0.00		252	96.50			
H3121000	5111	18,365	12,491.04	0.00		5,874	68.00			
H3121000	5225	266	180.76	0.00		85	68.00			
H3121000	5231	4,426	1,489.84	0.00		2,936	33.70			
H3121000	5233	0	1,741.32	0.00		-1,741	100.00			
	<i>FAMILY SERVICES</i>									
H3300000	5114	29,760	12,153.95	0.00		17,606	48.80			
H3300000	5115	78,114	18,772.21	0.00		59,342	24.00			
H3300000	5119	89,943	37,455.48	0.00		52,488	41.60			
H3300000	5210	16,712	6,848.22	0.00		9,864	41.00			
H3300000	5225	2,869	909.98	0.00		1,959	31.70			
H3300000	5231	47,674	16,479.97	0.00		31,194	34.60			
H1500000	5260	125,908	83,000.00	0.00		42,908	65.90			
	<i>SUPPLIES</i>									
H1210000	5610	2,500	422.97	0.00		2,077	16.50			
H1530000	5610	18,000	558.60	0.00		17,441	3.10			
H1530000	5615	34,066	0.00	0.00		34,066	0.00			
H2130000	5610	9,526	1,343.75	0.00		8,182	14.10			
H2300000	5610	16,338	4,578.04	0.00		11,760	28.00			
H2400000	5610	13,862	5,520.87	0.00		8,341	39.80			
H2600000	5430	18,000	5,810.39	0.00		12,190	32.30			
H2600000	5610	15,000	5,941.96	0.00		9,058	39.60			
H3110000	5610	4,058	295.00	0.00		3,763	7.30			

HEADSTART

		<u>ACCOUNT DESCRIPTION</u>		ADJUSTED	YTD	PURCHASE	AVAILABLE	% USED
		<u>BUDGET</u>	<u>EXPENSES</u>	<u>BUDGET</u>	<u>ORDERS</u>	<u>BUDGET</u>		
<u>SUPPLIES</u>								
H3300000	5610	4,000	1,091.92	0.00	0.00	2,908	27.50	
H3300000	5612	500	160.59	0.00	0.00	339	32.10	
<u>TRAVEL</u>								
H1500000	5582	400	69.43	0.00	0.00	331	17.40	
H2130000	5582	400	0.00	0.00	0.00	400	0.00	
H2329000	5582	400	0.00	0.00	0.00	400	0.00	
H2400330	5582	300	0.00	0.00	0.00	300	0.00	
H2600000	5582	814	261.71	0.00	0.00	552	32.20	
H3100000	5582	299	0.00	0.00	0.00	299	0.00	
H3300000	5582	800	44.54	0.00	0.00	755	5.60	
H2600000	5730	0	0.00	0.00	0.00	0	0.00	
H3100000	5730	0	2,200.00	0.00	0.00	-2,200	100.00	
<u>BUILDING</u>								
H2600000	5615	0	0.00	0.00	0.00	0	0.00	
H2620000	5430	64,084	6,332.40	0.00	0.00	57,752	9.30	
H2620000	5441	42,000	17,500.00	0.00	0.00	24,500	41.70	
H2624000	5430	4,400	1,765.00	0.00	0.00	2,635	40.10	
H2629000	5430	2,000	632.00	0.00	0.00	1,368	31.60	
H2630000	5424	1,000	1,600.25	0.00	0.00	-600	160.00	
H3110000	5430	9,999	2,600.00	0.00	0.00	7,399	26.00	
<u>CONSULTANT</u>								
H1210000	5301	30,000	7,628.40	0.00	0.00	22,372	25.40	
H1530000	5300	25,500	0.00	0.00	0.00	25,500	0.00	
H2130000	5330	52,676	11,333.50	0.00	0.00	41,343	21.50	
H3100000	5320	3,001	390.00	0.00	0.00	2,611	13.00	
H3300000	5339	16,000	0.00	0.00	0.00	16,000	0.00	
<u>VANS/ BUSES</u>								
H2600000	5626	1,701	539.38	0.00	0.00	1,162	31.70	
H2650000	5430	2,500	67.09	0.00	0.00	2,433	2.70	
H2650000	5523	3,231	3,231.08	0.00	0.00	0	100.00	

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HEADSTART

FOR: 7-1-23 THRU 12-05-2023

PG -

		ADJUSTED	YTD	PURCHASE	AVAILABLE	
		BUDGET	EXPENSES	ORDERS	BUDGET	% USED
	<u>ACCOUNT DESCRIPTION</u>					
	<u>VANS/ BUSES</u>					
H2721000	5523 BUS -FLEET INSURANCE	4,847	4,846.62	0.00	0	100.00
H2721000	5626 BUS- GASOLINE	8,399	3,159.88	0.00	5,239	37.60
H2721000	5890 BUS CLEANING SUPPLY	500	0.00	0.00	500	100.00
H2723000	5430 BUS-REPAIRS & MAINTENANCE	10,000	786.16	0.00	9,214	7.90
	<u>UTILITIES</u>					
H2300000	5530 ADMIN-PHONE	500	164.94	0.00	335	33.00
H2300000	5622 ADMIN -ELECTRICITY	1,356	335.84	0.00	1,020	24.80
H2400000	5530 CENTERS-TELEPHONE	14,300	4,764.91	0.00	9,535	33.30
H2620000	5411 WATER/SEWAGE	11,500	4,098.58	0.00	7,401	35.60
H2620000	5421 DISPOSAL SERVICES	8,000	2,904.30	0.00	5,096	36.30
H2620000	5530 TELEPHONE & POSTAGE	10,000	4,112.42	0.00	5,888	41.00
H2620000	5621 NATURAL GAS	14,000	922.88	0.00	13,077	6.60
H2620000	5622 ELECTRICITY	60,000	25,360.51	0.00	34,639	42.30
	<u>OTHER</u>					
H2311000	5890 MEMBERSHIP/SUBSCRIPTIONS	14,700	11,352.20	0.00	3,348	77.20
H2400000	5521 LIABILITY INSURANCE	3,465	3,463.65	0.00	1	100.00
H2510000	5340 WEBPAGE/BANK -OTHER FEES	299	106.16	0.00	193	35.50
H2830540	5335 MEDICAL DOCTORS	1,422	305.00	0.00	1,117	21.40
H2830540	5339 FINGERPRINTS/BACKGROUND	5,901	1,330.50	0.00	4,571	22.50
H2830540	5540 ADVERTISING	2,999	0.00	0.00	2,999	100.00
H3100000	5631 PURCHASED FOOD	18,501	32.21	0.00	18,469	0.20
H5200000	5890 INKIND	781,637	0.00	0.00	781,637	100.00
H5200000	5933 INDIRECT COSTS	185,360	0.00	0.00	185,360	100.00
	TOTALS	3,371,452	949,998	0	2,421,454	

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HEADSTART

FOR: 7-1-23 THRU 12-05-2023

PG -

	ACCOUNT DESCRIPTION	ADJUSTED BUDGET	YTD EXPENSES	PURCHASE ORDERS	AVAILABLE BUDGET	% USED
H001	H0000003 44340 HEADSTART PROGRAM	-37,607	-4,402.17	0.00	-33,205	11.70
	<u>STAFF DEVELOPMENT</u>					
H001	H2230000 5582 TRAVEL EXPENSE REIMBURSE	11,090	1,636.06	0.00	9,454	14.80
H001	H2230000 5610 MATERIALS AND SUPPLIES	3,400	324.89	0.00	3,075	9.80
H001	H2230000 5890 MISCELLANEOUS EXPENDITURES	14,900	1,567.49	0.00	13,333	10.50
	<u>ADMINISTRATION</u>					
H001	H2329000 5582 TRAVEL EXPENSE REIMBURSE	0	0.00	0.00	0	0.00
	<u>FAMILY SERVICES</u>					
H001	H3301000 5612 PARENTS SUPPLIES	2,500	0.00	0.00	2,500	0.00
H001	H3301000 5890 POLICY COUNCIL	3,589	1,282.44	0.00	2,307	35.70
H001	H5200000 5933 INDIRECT COSTS	2,128	0.00	0.00	2,128	0.00
	TOTALS	37,607	4,811	0	32,796	
H006	H0000003 44340 HEADSTART PROGRAM	-247,462	0.00	0.00	-247,462	0.00
H006	H1530000 5610 MATERIALS & SUPPLIES	36,996	20,009.00	2,602.80	14,384	61.00
H006	H2410000 5114 CENTER- SECRETARY	1	0.00	0.00	1	0.00
H006	H2410000 5115 MEDICARE	1	0.00	0.00	1	0.00
H006	H2410000 5225 TRS	1	0.00	0.00	1	0.00
H006	H2600000 5730 EQUIPMENT	1	0.00	0.00	1	0.00
H006	H2620000 5430 BUILDING REPAIRS & MAINTENANCE	195,809	167,994.00	0.00	27,815	85.80
H006	H5200000 5933 INDIRECT COSTS	14,653	0.00	0.00	14,653	0.00
	TOTALS	247,462	188,003	2,603	56,856	

2023-2024

**BILL PAYMENT
EDITS**

NOVEMBER - 2023

HEADSTART

INVOICE ENTRY PROOF LIST

CHECK DATE: 11-10-2023

			<u>Invoice</u>	<u>PO</u>	<u>Invoice Amt</u>
31930	TOWN OF CHURCH PT WA	0	410400oct2023		88.62
31930	TOWN OF CHURCH PT WA	0	410420OCT2023		191.94
4738	OFFICE DEPOT INC-295	1	337887492001		245.43
4738	OFFICE DEPOT INC-295	1	336494462001		193.12
2865	TEACHERS PET INC-#24	0	605245		116.00
2865	TEACHERS PET INC-#24	0	605282		116.00
1149	CLASSIC BUSINESS	1	550260		945.53
10473	SONNIER TORI CAMILLE	0	003		1,658.70
10594	WINTERS LEON , LCSW	0	003		2,520.00
9385	ACADIANA SPEECH THER	0	4965		1,154.40
4599	SHOP RITE #1218	0	169295CT		1,161.09
35939	J & L PLUMBING SERVI	0	HS24.173		650.00
10888	HUCKABY JAMES D	0	611328		240.00
6258	PAULS GLASS SERVICE	0	23086		450.00
34811	ADVANCE CHEMICAL	0	213672		377.19
34811	ADVANCE CHEMICAL	0	213880		227.88
504	STINE LUMBER CO #A08	0	10684264		51.26
9016	CINTAS CORP#543	1	15536821OCT23		204.00
9016	CINTAS CORP#543	1	15536628OCT23		142.26
9016	CINTAS CORP#543	1	15536797OCT23		191.18
504	STINE LUMBER CO #A08	0	1065718		18.36
9988	MICHAEL VALLONE LLC	0	9408		180.00
9988	MICHAEL VALLONE LLC	0	9329		185.00
9988	MICHAEL VALLONE LLC	0	9502		195.00
9988	MICHAEL VALLONE LLC	0	9510		364.00
35912	LAFAYETTE ALARM SERV	0	R625461		30.00
35912	LAFAYETTE ALARM SERV	0	R625459		63.00
35912	LAFAYETTE ALARM SERV	0	R625460		<u>30.00</u>

BATCH # 4536

TOTALS 11,989.96

HEADSTART

INVOICE ENTRY PROOF LIST

CHECK DATE: 11-17-2023

			<u>Invoice #</u>	<u>PO</u>	<u>Invoice Amt</u>
35224	ENTERGY	0	10018203843		742.81
35224	ENTERGY	0	10018203842		563.91
17500	J & J EXTERMINATING	0	5560167		70.00
4738	OFFICE DEPOT INC-295	1	336495961001		43.49
10954	FAIRMAN PATRICIA	0	11.14.23		268.00
10953	D AND A SMALL ENGINE	0	15937		468.47
10953	D AND A SMALL ENGINE	0	15659		304.00
27480	R M FIRE PROTECTION	0	338351		331.00
27480	R M FIRE PROTECTION	0	338398		295.00
10952	RDR ELECTRICAL SERVI	0	3709		445.00
35939	J & L PLUMBING SERVI	0	HS24.181		325.00
35939	J & L PLUMBING SERVI	0	HS24.182		413.00
10585	HELPFUL HANDS HANDY	0	356413		145.00
10585	HELPFUL HANDS HANDY	0	356412		<u>120.00</u>
BATCH # 4549					TOTALS 4,534.68

529	LOWES #99001664723	0	910261LVCKKW		123.31
529	LOWES #99001664723	0	910263LVCKX		<u>94.99</u>
BATCH # 4546					TOTALS 218.30

757	DADDYS PRIDE PRODUCE	0	HS2023OCTOBER		2,553.45
19200	LAMM FOOD SERVICE IN	0	HS2023OCTOBER		13,607.92
10323	NEW DAIRY OPCO, LLC	1	4739956		3,908.66
1910	PIGGLY WIGGLY	0	6377OCT23		<u>26.20</u>
BATCH # 4547					TOTALS 20,096.23

HEADSTART

INVOICE ENTRY PROOF LIST

CHECK DATE: 12-01-2023

			<u>Invoice</u>	<u>PO</u>	<u>Invoice Amt</u>
10077	CARDMEMBER SERVICE	0	HEADSTART11.13.23		225.75
10488	CAPITAL ONE	0	1652218075		897.30
11700	CENTERPOINT ENERGY	0	29815586NOV23		517.14
6900	CLECO	0	200001478953NOV23		1,789.31
6900	CLECO	0	200003053507NOV23		623.96
1822	AT&T	0	7836377NOV23		364.77
1822	AT&T	0	7836884NOV23		78.80
1822	AT&T	0	7836340NOV23		76.14
1822	AT&T	0	337M622903NOV23		691.74
35255	ACOUSTICOMM	0	15343		565.00
27480	R M FIRE PROTECTION	0	338679		1,050.00
3008	BEAU INTERCONNECT	0	3336		212.50
4738	OFFICE DEPOT INC-295	1	336669451001		96.17
4738	OFFICE DEPOT INC-295	1	336454838001		<u>165.26</u>
BATCH # 4460				TOTALS	7,353.84

2023-2024 Credit Card Charges

NOVEMBER - 2023

- Wal – Marts
- Shop Rite (gas)
- Sam’s Club
- VISA

Payment Confirmation

!!! Payment Successful !!!

Confirmation Number: ON2B13VH0B

Invoice Amount Paid: \$40.00

Payment Submission Date: 10/26/2023

Invoice No.	Application ID	Name	Amount
110894	136871	JUNEAU, MAKAYLA CHAPMAN	\$40.00

Total Amount Paid: \$40.00

[Print](#) [Home](#)



Status as of 10/26/2023

Pre-Enrolled
You have successfully pre-enrolled.

Service Details:

Date:	10/26/2023	CONFIRMATION #:	27N4H1GTB553NTYX2
UE ID:	UZ7S-534RTG	Applicant:	MAKAYLA JUNEAU
Service:	27N4H8 - LDOE Early Learning Centers	Estimated Amount Due:	\$60.75

We accept the following methods of payment:

Authorization Code, Business Check, Money Order, Credit Card

Card holder must be present at the time of payment.
Cash will not be accepted.



27N4H8 - Louisiana LDOE Early Learning Centers Appointment Details

Crowley, LA

IdentoGO
1037 Capitol Ave
Crowley, LA 70526-3227
(<https://maps.google.com/?q=30.21006,-92.38934>)
[View Map \(https://maps.google.com/?q=30.21006,-92.38934\)](https://maps.google.com/?q=30.21006,-92.38934)

Appointment Time:

10/31/2023 @ 1:00 PM

Please provide 24 hours notice when cancelling/rescheduling an appointment.

[Cancel Appointment](#)

[Reschedule Appointment](#)

Shop Rite Inc
P O Drawer 1349, 115 E 1st Street
Crowley, LA 70527

INVOICE NUMBER 169295CT
INVOICE DATE 11/03/23
DUPLICATE

CUSTOMER NUMBER 1218
APSB-HEAD START

INVOICE NUMBER 169295CT
INVOICE DATE 11/03/23
DUPLICATE

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INVOICE DATE 11/03/23
DUPLICATE

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DUPLICATE

CUSTOMER NUMBER 1218
APSB-HEAD START

Shop Rite Inc
P O Drawer 1349, 115 E 1st Street
Crowley, LA 70527

card	vehicle	manual	date	time	product	odometer	quantity	price	amount	tax		
1824378	CINDY PAUL	3	0	261209	CHURCH PO-LA	10/27	8:10a	USDSL	11211.0	59.8	3.8150	228.01
Total												
Card Subtotal												
228.01												
228.01												

card	vehicle	manual	date	time	product	odometer	quantity	price	amount	tax		
1824378	DAPHANIE LEDET	2	0	2620	RAYNE-LA	10/15	8:11a	DEF GAL	10293.0	8.5	4.1414	35.17
1824379	DAPHANIE LEDET	2	0	2620	RAYNE-LA	10/15	8:16a	USDSL	10293.0	75.4	3.6329	274.05
1824379	DAPHANIE LEDET	2	0	2620	RAYNE-LA	11/01	8:50a	USDSL	10599.0	64.3	3.3139	213.01
Total												
Card Subtotal												
522.23												
522.23												

card	vehicle	manual	date	time	product	odometer	quantity	price	amount	tax		
1824380	KERNEL WILLIAMS	4	0	2232	CROWLEY-LA	10/10	11:55a	UL5.7ETH	9999.0	15.1	2.6278	39.72
1824380	KERNEL WILLIAMS	4	0	2232	CROWLEY-LA	10/17	6:48a	UL5.7ETH	9999.0	17.8	2.6631	47.37
1824380	KERNEL WILLIAMS	4	0	2232	CROWLEY-LA	10/25	10:27a	UL5.7ETH	9999.0	16.1	2.5714	41.36
1824380	KERNEL WILLIAMS	4	0	2232	CROWLEY-LA	11/02	1:34p	UL5.7ETH	9999.0	11.1	2.3024	27.80
Total												
Card Subtotal												
156.25												
156.25												

card	vehicle	manual	date	time	product	odometer	quantity	price	amount	tax		
7457062	GLENN CARRIERE	1	0	2050	CROWLEY-LA	10/24	8:14a	USDSL	11237.0	72.1	3.3289	254.60
Total												
Card Subtotal												
254.60												
254.60												

card	vehicle	manual	date	time	product	odometer	quantity	price	amount	tax		
1824378	CINDY PAUL	3	0	261209	CHURCH PO-LA	10/27	8:10a	USDSL	11211.0	59.8	3.8150	228.01
Total												
Card Subtotal												
228.01												
228.01												

card	vehicle	manual	date	time	product	odometer	quantity	price	amount	tax		
1824378	DAPHANIE LEDET	2	0	2620	RAYNE-LA	10/15	8:11a	DEF GAL	10293.0	8.5	4.1414	35.17
1824379	DAPHANIE LEDET	2	0	2620	RAYNE-LA	10/15	8:16a	USDSL	10293.0	75.4	3.6329	274.05
1824379	DAPHANIE LEDET	2	0	2620	RAYNE-LA	11/01	8:50a	USDSL	10599.0	64.3	3.3139	213.01
Total												
Card Subtotal												
522.23												
522.23												

card	vehicle	manual	date	time	product	odometer	quantity	price	amount	tax		
1824380	KERNEL WILLIAMS	4	0	2232	CROWLEY-LA	10/10	11:55a	UL5.7ETH	9999.0	15.1	2.6278	39.72
1824380	KERNEL WILLIAMS	4	0	2232	CROWLEY-LA	10/17	6:48a	UL5.7ETH	9999.0	17.8	2.6631	47.37
1824380	KERNEL WILLIAMS	4	0	2232	CROWLEY-LA	10/25	10:27a	UL5.7ETH	9999.0	16.1	2.5714	41.36
1824380	KERNEL WILLIAMS	4	0	2232	CROWLEY-LA	11/02	1:34p	UL5.7ETH	9999.0	11.1	2.3024	27.80
Total												
Card Subtotal												
156.25												
156.25												

card	vehicle	manual	date	time	product	odometer	quantity	price	amount	tax		
7457062	GLENN CARRIERE	1	0	2050	CROWLEY-LA	10/24	8:14a	USDSL	11237.0	72.1	3.3289	254.60
Total												
Card Subtotal												
254.60												
254.60												

card	vehicle	manual	date	time	product	odometer	quantity	price	amount	tax		
1824378	CINDY PAUL	3	0	261209	CHURCH PO-LA	10/27	8:10a	USDSL	11211.0	59.8	3.8150	228.01
Total												
Card Subtotal												
228.01												
228.01												

card	vehicle	manual	date	time	product	odometer	quantity	price	amount	tax		
1824378	DAPHANIE LEDET	2	0	2620	RAYNE-LA	10/15	8:11a	DEF GAL	10293.0	8.5	4.1414	35.17
1824379	DAPHANIE LEDET	2	0	2620	RAYNE-LA	10/15	8:16a	USDSL	10293.0	75.4	3.6329	274.05
1824379	DAPHANIE LEDET	2	0	2620	RAYNE-LA	11/01	8:50a	USDSL	10599.0	64.3	3.3139	213.01
Total												
Card Subtotal												
522.23												
522.23												

card	vehicle	manual	date	time	product	odometer	quantity	price	amount	tax		
1824380	KERNEL WILLIAMS	4	0	2232	CROWLEY-LA	10/10	11:55a	UL5.7ETH	9999.0	15.1	2.6278	39.72
1824380	KERNEL WILLIAMS	4	0	2232	CROWLEY-LA	10/17	6:48a	UL5.7ETH	9999.0	17.8	2.6631	47.37
1824380	KERNEL WILLIAMS	4	0	2232	CROWLEY-LA	10/25	10:27a	UL5.7ETH	9999.0	16.1	2.5714	41.36
1824380	KERNEL WILLIAMS	4	0	2232	CROWLEY-LA	11/02	1:34p	UL5.7ETH	9999.0	11.1	2.3024	27.80
Total												
Card Subtotal												
156.25												
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Total												
Card Subtotal												
254.60												
254.60												

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1824378	CINDY PAUL	3	0	261209	CHURCH PO-LA	10/27	8:10a	USDSL	11211.0	59.8	3.8150	228.01
Total												
Card Subtotal												
228.01												
228.01												

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1824379	DAPHANIE LEDET	2	0	2620	RAYNE-LA	11/01	8:50a	USDSL	10599.0	64.3	3.3139	213.01
Total												
Card Subtotal												
522.23												
522.23												

card	vehicle	manual	date	time	product	odometer	quantity	price	amount	tax		
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1824380	KERNEL WILLIAMS	4	0	2232	CROWLEY-LA	10/17	6:48a	UL5.7ETH	9999.0	17.8	2.6631	47.37
1824380	KERNEL WILLIAMS	4	0	2232	CROWLEY-LA	10/25	10:27a	UL5.7ETH	9999.0	16.1	2.5714	41.36
1824380	KERNEL WILLIAMS	4	0	2232	CROWLEY-LA	11/02	1:34p	UL5.7ETH	9999.0	11.1	2.3024	27.80
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Card Subtotal												
156.25												
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1824378	CINDY PAUL	3	0	261209	CHURCH PO-LA	10/27	8:10a	USDSL	11211.0	59.8	3.8150	228.01
Total												
Card Subtotal												
228.01												
228.01												

TOTALS BY FUEL	price	quantity	FET	SET	amount
UL Gas 5.7A ETH	311.20	271.63	1.65	58.32	929.67
53 Ultra Low Sulfur CLX	34.91	8.45	.00	.00	35.17
57 DEF GALLON	1089.46	340.20	1.98	69.39	1161.09

TOTALS BY VEHICLE	price	quantity	FET	SET	amount
CROWLEY BUS	239.06	172.15	.44	15.10	254.60
CHURCH POINT BUS	218.15	59.77	.38	12.40	226.01
CHURCH POINT BUS	143.35	60.10	.33	12.57	156.25
DELIVERY VAN	1089.46	340.20	1.98	69.39	1161.09

TOTALS BY STATE AND CARD	price	quantity	FET	SET	amount
LA 1824378	311.20	271.63	1.65	58.32	929.67
LA 1824379	34.91	8.45	.00	.00	35.17
LA 1824380	1089.46	340.20	1.98	69.39	1161.09
LA 7457062	239.06	172.15	.44	15.10	254.60
Subtotal	1089.46	340.20	1.98	69.39	1161.09

TOTALS BY STATE AND CARD	price	quantity	FET	SET	amount
LA 1824378	311.20	271.63	1.65	58.32	929.67
LA 1824379	34.91	8.45	.00	.00	35.17
LA 1824380	1089.46	340.20	1.98	69.39	1161.09
LA 7457062	239.06	172.15	.44	15.10	254.60
Subtotal	1089.46	340.20	1.98	69.39	1161.09



ANNUAL REPORT

ACADIA PARISH SCHOOL BOARD HEAD START PROGRAM

2022-2023



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INTRODUCTION

This is the annual report of the Acadia Parish Head Start Program which is made public as a requirement of the Head Start Act (section 644(a)(2)). This report includes eight (8) required elements:

- (A) The total amount of public and private funds received and the amount from each source;
- (B) An explanation of budgetary expenditures and proposed budget for the fiscal year;
- (C) The total number of children and families served, the average monthly enrollment (as a percentage of funded enrollment), and the percentage of eligible children served;
- (D) The results of the most recent review by the Secretary and the financial audit;
- (E) The percentage of enrolled children that received medical and dental exams;
- (F) Information about parent involvement activities;
- (G) The agency's efforts to prepare children for kindergarten; and
- (H) Any other information required by the Secretary.



ACADIA PARISH SCHOOL BOARD (BOARD MEMBERS)

DISTRICT 1
JAMES ETTA DAVID

DISTRICT 2
DOUGLAS J. LACOMBE

DISTRICT 3
DELO HEBERT

DISTRICT 4
REBECCA FOUX-ATKINSON

DISTRICT 5
STEVE JONES

DISTRICT 6
IKE RICHARD

DISTRICT 7
JAMES HIGGINBOTHAM

DISTRICT 8
MILTON R. SIMAR

ACADIA PARISH SCHOOL BOARD (POLICY COUNCIL)



CHURCH POINT	ESTHERWOOD	RAYNE	ROSS
PARENT REPRESENTTTIVES/ ALTERNATES			
BRASHALON BABINEAUX	HARLI BROUSSARD <i>Treasurer</i>	ERIC JOLIVETTE <i>Chairperson</i>	NUMANDA DOUGLAS
YOLANDA HAGGER	MEREDITH FULKERSON		MELANIE HARDY
ROCHELLE KELLY			VANDRIA MARTIN
			AYANNA ROBINSON
COMMUNITY REPRESENTATIVES			

RACHAEL CLAYTON
Vice Chairperson

JAMES ETTA DAVID

KRISTY JOHNSON
Secretary

CASSIDY KONDERT

BRIAN MOUTON
Parliamentarian

PUBLIC FUNDS RECEIVED

ACADIA PARISH SCHOOL BOARD

FUNDS AWARDED:

LAP
T/TA
Non-Federal Share
CACFP
COVID
American Rescue

DEPARTMENT OF HEAD START

2022-2023 FY Ending 06/30/2023

\$3,099,965
\$37,607.00
\$762,256
\$371,002.73 FY Ending 09/30/2023
\$35,079
\$433,154

FUNDS EXPENDED:

LAP
T/TA
Non-Federal Share
CACFP
COVID
American Rescue

2022-2023 FY Ending 06/30/2023

\$3,099,965
\$37,473.12 (\$133.88)
\$762,256
\$273,166.60
\$35,076.41
\$185,692.27

The funds awarded for 2022-2023 (FY22-23) included an increase of \$68,409 in COLA. Teachers Retirement (24.80%) LA School Employees Retirement (27.6%), Indirect Cost (6.4822%) and Medicare (1.45%).

IN-KIND/ NON-FEDERAL SHARE

2022-2023 IN-KIND REPORT

ACADIA PARISH SCHOOL BOARD HEAD START PROGRAM

1301.20 : IN-KIND / NON-FEDERAL SHARE
2022 – 2023 PROGRAM YEAR

PROGRAM RESPONSIBILITY:	\$762,256.00
-------------------------	--------------

TOTAL INKIND :	\$762,328.00
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OVERAGE:	-\$72.00
----------	----------

STAFFING 2022-2023

STAFF POSITIONS/ CREDENTIALS	HSCO	ROSS	RAYNE	CHURCH POINT	ESTHERWOOD	TOTAL
HEAD START DIR: I—MA	1					1
SPECIALIST: 4-BA	4					4
BOOKKEEPER: I— CERT	1					1
PROGRAM SECRETARY: I- CERT	1					1
HSCO RECEPTIONIST: I- HSD						1
SITE SUPERVISOR: 3—BA		1	1	1		3
HEAD TEACHER: I--BA					1	1
TEACHER: 12—BA; 1-BS; AA—5		10	4	5		19
TEACHER ASSISTANT: BA—1; BS—1; AA—4; CDA—11; HSD—3		9	5	5	1	20
CHILD CARE ASST: HSD—2		1	1	1		3
OFFICE ASST II		1				1
OFFICE ASST I			1	1		2
FAMILY ADVOCATE: BA-2; CERT—2; HSD—2		2**	2	2		6
CAFETERIA MANAGER		1	1			2
CAFETERIA TECH		2	1	2		5
CUSTODIAN – FT		1	1	1		3
CUSTODIAN – PT	1					1
BUS DRIVER		1	1	1		3
TOTAL PAID STAFF	8	29	18	19	2	76

NOTE: **Family Advocate at a center travels to another center during the week to provide services.

SITE LOCATIONS

LOCATION/ ENROLLMENT COUNT	ADDRESS/ TELEPHONE
AP CHURCH POINT HEAD START Enrollment Count: 90	693 North Main Street Church Point, Louisiana 70525 (337) 684-2031
AP ESTHERWOOD HEAD START Enrollment Count: 17	214 Jefferson Avenue Estherwood, Louisiana 70534 (337) 783-6884
AP ROSS HEAD START Enrollment Count: 186	800 North Western Avenue Crowley, Louisiana 70526 (337) 783-6377
AP RAYNE HEAD START Enrollment Count: 94	600 Jefferson Davis Rayne, Louisiana 70578 (337) 334-4909
HSCO HEAD START CENTRAL OFFICE	800 North Western Avenue Crowley, Louisiana 70526 (337) 783-6377

ATTENDANCE

AVERAGE DAILY ATTENDANCE		
MONTH	ENROLLMENT	ATTENDANCE
September	291	85%
October	304	79%
November	300	79%
December	300	82%
January	307	80%
February	307	82%
March	307	78%
April	307	79%
May	307	77%
YOUR FUNDED ENROLLMENT:		387

HEALTH/ MENTAL HEALTH/ NUTRITION

CHILDREN'S HEALTH—EXAM RESULTS 2022-2023

CENTER	ENROLLED	DENTALS COMPLETE	PHYSICALS COMPLETE	VISION COMPLETE	HEARING COMPLETE
Ross	149	105	122	138	132
Rayne	93	92	93	93	93
Church Point	54	37	42	47	47
Estherwood	17	16	17	14	14
TOTAL	313	250	374	292	286

CHILDREN'S NUTRITION – EXAM RESULTS 2022-2023

CENTER	BMI \leq 95% OVERWEIGHT	BMI \leq 85% OVERWEIGHT	BMI \geq 5% UNDERWEIGHT	SPECIAL DIET
Ross	33	23	11	5
Rayne	19	15	5	6
Church Point	10	4	6	2
Estherwood	3	1	3	3
TOTAL	65	43	25	16

MENTAL HEALTH: The ASEBA instrument was used to compile a behavioral assessment and profile on each child. Classroom observations were completed by a mental health consultant on children with suspected concerns. Of the 313 enrolled students, the consultant met with parents/guardians of 12 students about their child's behavior/ mental health.



PROGRAM ASSESSMENT & REVIEW

SELF-ASSESSMENT 2022-2023: A self-assessment was conducted on Tuesday, February 7, 2023 through Thursday, February 9, 2023, which is a regular activity on the program's calendar. The team was composed of persons from Head Start and the Acadia Parish community.

PARENT INVOLVEMENT ACTIVITIES & TRAINING SCHEDULE

POLICY COUNCIL: Acadia Parish School Board Head Start Program has established rules and procedures to have an active Policy Council that participates in decision making for the program. There are 10 (ten) parents on the 15 member Council or 67%, more than the Federal requirement of 51%.

PARENT COMMITTEES: Each center establishes a Parent Committee that elects Policy Council Parent Representatives and Parent Committee officers. Committees meet monthly and receive training at each meeting and receiving information on activities within the center as well as participating in decisions on activities.

MALE INVOLVEMENT ACTIVITIES: Each center hosted a specific day during the fall and spring, which focused on training for “Fathers” or significant male role models who interacts with the children. The fall activity at each center had a “Halloween” theme while the spring activity related to Easter.

PARENT TRAINEES: The Acadia Parish Head Start Program has continued the program that offers opportunities for parents to apply to train in a specific entry-level area of the work force. The positions include Child Care Assistant, Cafeteria Assistant or Custodial Assistant. Parents receive a training stipend to offset employment expenses. Over the past nine (9) years, the program has hired nine (9) parents who have trained in the program.

PARENT TRAINING SCHEDULE

PRESENTER	TOPIC	MONTH
Site Supervisor	Parent Orientation	August
Kahree Wahid	Parliamentary Procedures	September
Designee	Role of Fathers—Fatherhood Engagement	October/ April
Designee	Breast Cancer Awareness	October
United Way	Tax Preparation	January

(PARENT TRAINING SCHEDULE continued)

PRESENTER	TOPIC	MONTH
Designee/ Dentist	Dental Health	February
Designee	Summer Safety Tips	May
LSU Ag Center	Nutritious Meals on a Budget	Ongoing
Family Advocate	Helping Your Child In School	Ongoing
Family Advocate	Resume/ Job Application	Ongoing
Psychologist	Behavior Management	Ongoing
Designee	Literacy/ Library Visit	Ongoing

TRANSITION

SCHOOL READINESS: GETTING HEAD START CHILDREN READY FOR KINDERGARTEN

The Acadia Parish School Board Head Start Program is dedicated to providing a system of education and support to ensure that all students are kindergarten ready. Although the program has implemented an aligned curriculum and observation-based assessment system, the focus remains on the development of the child as a whole. The Acadia Parish School Board Head Start Program staffed with highly qualified teachers who vetted through our hiring process. In order to be employed as a teacher, individuals must have at least a Bachelor's Degree in Early Childhood.

The Acadia Parish Head Start Program has purchased the Creative Curriculum for Preschool by Teaching Strategies, which is a Tier I curriculum. Student progress monitored and measured three (3) times a year using Teaching Strategies Gold. The curriculum and assessment tools aligned to satisfy National and State Standards for children from birth to five-years-old.

The educational process cannot happen without a proper support system. The Acadia Parish School Board Head Start Program maintains partnerships and contracts with multiple agencies and companies to provide services to our students. Children and families provided access to dental screenings, physicals, mental health consultants, speech therapists, and more. The program recognizes that mental and physical health are vital for student success.

Head Start Central Office provides information to parents on how to prepare their children for Kindergarten through the following avenues: (1) Question/ Answer session with Head Start Director or designee during February Parent Committee Meeting; and (2) Parent newsletter, "Parents Makes a Difference." Parents are also encouraged to visit the Kindergarten school.

Finally, Head Start strives to highlight and encourage parent participation and inclusion in all aspects of its program. It is widely accepted that active and engaged parents who are equipped with the necessary tools help to further prepare child/family for Kindergarten. Head Start believes that the education of a child must not begin and end with the school day.