



NOTICE OF MEETING

Notice is hereby given that the CMCA Head Start Policy Council will conduct its next regular meeting on Thursday, July 15, 2010 at Central Missouri Community Action Central Office, Large Conference Room, at 807-B North Providence Road, Columbia, MO 65203.

TENTATIVE AGENDA

COMMITTEE MEETINGS (6:00 pm – 6:30 pm)	
I.	Grants/Budget
II.	By-Laws
III.	Personnel & Community Complaints

POLICY COUNCIL MEETING (6:30 pm or immediately following the Committee Meetings)	
I.	Call to Order
A.	Seating of New Members and Roll Call
II.	Action Items
A.	Approval of July Agenda
B.	Approval of June Policy Council Minutes
C.	Human Resources Report
D.	Budget Report
E.	Quality Assurance, Enrollment and Attendance Reports
III.	Director's Report
IV.	Program Instruction (PI) and Information Memorandum (IM)—what's new?
A.	IM: Strengthening Head Start and Ensuring Accountability
V.	Report From Sites
VI.	Old Business
A.	Ratify Mentor-Coach Grant
VII.	New Business
A.	Approve Head Start/Body Start Grant
VIII.	Business from the Floor
IX.	Adjournment

CMCA is committed to equal opportunity. If you are disabled and need an accommodation such as an interpreter for the hearing-impaired, please contact our office. A three-day notice is required for scheduling. Representatives of the news media may obtain copies of this notice by contacting:

Nicole Meyer

CMCA, 807B N. Providence Road, Columbia, MO 65203
Phone: (573) 443-8706 ext. 237, TTY: (800) 735-2966

**CENTRAL MISSOURI COMMUNITY ACTION
HEAD START
Policy Council Meeting
June 17, 2010**

Policy Council Members Present	
Cassandra Wren	Debby Mehmert
Lisa Thomczek	Tamara Sutton
Mick Beyers	Kristal Charles
Rosa Stone	Jamie Leeling
Policy Council Members Absent	
Nygia Edwards	Chrisma Edward
Heather Early	Kelly Marietta
Deann Gould	Lori Bernicky
Julie Kinneman	
Staff Present at Policy Council Meeting	
Nicole Meyer	Melissa Chambers
Others Present	

COMMITTEE MEETINGS

- I. PERSONNEL & COMMUNITY COMPLAINTS
 - A. Confidential Personnel Report
 - 1. No new hires or terminations as of June 9th.
 - B. CMCA Employment Opportunities
 - 1. Updated every few days. They can be found at www.showmeaction.org.
 - C. New Hire Approval
 - 1. Looking to hire CFDA for Howard County. This individual will be a temporary hire to cover maternity leave. The individual has an Associates in Elementary Education and is a former Head Start parent. The hire is pending a clear background check.
- II. GRANTS/BUDGET
 - A. Head Start/Early Head Start
 - 1. First operating month, so there isn't much going on yet. Anita expressed no concerns.
 - 2. All Early Head Start centers are open over the summer along with Williams Family, Cole East, and Fulton.
 - B. Head Start Expansion

1. Budget ends in September. This budget covers one classroom in Glasgow. Anita expressed no concerns; spending is going according to plan.
 2. Jamie Leeling questioned the In-kind amount of \$0. We need \$18,558. We will receive around \$15,000 from our partnership with Glasgow School District.
- C. Early Head Start Expansion
1. Budget ends in September. Many renovation projects are taking place, as well as playgrounds being installed. Once these are completed, a huge amount of money will have been spent.
 2. Overspent in T & TA. The amount under Travel will be moved down to Program because we haven't spent very much under Program. The line items will offset each other.
- D. Early Head Start State
1. Budget ends June 30th. The budget covers JC Daycare and Open Book in Jefferson City. Playgrounds are being installed this month which will cover a huge amount of money that needs to be spent. We will also continue paying for childcare services through June and July.
 2. The last half of In-kind needed will come from the space that we use with our childcare partners.
- E. Quality Improvement/ARRA
1. We have four more months left with this budget. This budget covered T & TA, education for teachers, and summer insurance for CFDA's.
 2. In-kind was waived!
- F. I Can
1. We are overspent for 8 months, but for total budget we are right on course. Most of the trainings are front loaded.
 2. In-kind will be covered before the end of the budget year by UCLA and Johnson & Johnson.
- G. Healthy Marriage (CFC)
1. There is In-kind that is still needed, but doing much better than last year as far as progressing each month. There were no concerns with this budget either. Spending is going according to plan.

POLICY COUNCIL MEETING

I. Call to Order—6:22 p.m.

A. Seating of New Members and Roll Call

1. No new members.

II. Action Items

A. Approval of June Agenda

1. Debby Mehmert moved to approve the June Agenda. Kristal Charles seconded the motion. The motion carried.

B. Approval of May Policy Council Minutes

1. Lisa Thomeczek moved to approve the May Policy Council Minutes. Kristal Charles seconded the motion. The motion carried.

C. Human Resources Report

1. Kristal Charles moved to approve the new hire and Confidential Personnel Report. Debby Mehmert seconded the motion. The motion carried.

D. Budget Report

1. Debby Mehmert moved to approve the Budget Reports. Kristal Charles seconded the motion. The motion carried.

2. Credit Card Report

- a) Jamie Leeling questioned the Seabreeze expenditure. This could be the sunscreen that was purchased for the sites.

- b) Metal culverts expenditure was questioned by Lisa Thomeczek. These were purchased for the Fulton playground.

- c) Kristal Charles asked what the A-1 Rental was used for. We rented the popcorn machine and other items for the I Can graduation.

E. Quality Assurance, Enrollment, and Attendance Reports

1. Quality Assurance

- a) The emphasis for May was Human Resources and Mental Health services. There were no serious indicators from each of their monitoring reports.

b) Line #1 (Children are up to date on Preventative and Primary Health Care): Head Start is at 54.83%, Early Head Start is at 20%.

c) As of Monday, the percentage is up to 75 for Head Start. Early Head Start's percentage should be up by August. EHS is a year round program so we continue receiving well baby/child exams turned in. Our goal is 90% for Line #1.

d) Strengths: monitoring and data software problem has been solved, training provided on infant –toddler care and early education, completed at least 90 % of annual Self-assessment.

e) Possible systems issue is we are losing one of our positions because it was ARRA funded which only lasts one year. When position ends there may be a gap in the monitoring system. We will begin to look at a plan of action to resolve the assignment of duties that have been covered by this position.

2. Early Head Start Enrollment

a) We do have concerns with the Federal Expansion. We are having trouble recruiting families for Audrain County home-based program. We were also having trouble with a childcare partner in Jefferson City. One concern was solved this month. The other we are working on diligently. If we do not begin seeing interest, we may have to consider moving these slots.

3. Head Start Enrollment

a) We had no concerns.

4. Attendance

a) We have met our 85% goal. Those centers that did not hit goal of 85%, documented very well. In turn, there are no concerns.

b) Families receiving subsidy continues to rise which is good and bad.

5. The F.E. (Funded Enrollment) and Enrollment numbers are not matching up across reports. There may be a glitch in our system. Major changes need to be made to the Enrollment and Attendance reports. We will correct the errors and re-submit next month.

III. Director's Report

A. Note the change of date for the next Self-Assessment Committee meeting. This will be held Thursday, July 1, 2010 at 4:30 p.m. in Mernell King's office.

B. Family Development Updates

1. Fathers First Fishing event will be June 19th from 10 a.m. –2:00 p.m. at Bass Pro in Columbia

2. Love and Logic training for CFC families on July 24th.

C. Grant Updates

1. Continuation Refunding Application has been approved.

2. COLA grant application has been sent into the Federal Government.

3. Early Head Start State and the Childcare Facility Grants have not been awarded yet. These will not be awarded until the Governor signs off on the budget. The funds for these grants have not been touched by budget cuts. The EHS State grant ends June 30th so we may have to make decisions on whether we keep operating in hopes of being awarded the grant or not.

4. HS and EHS Expansion grants will be submitted to the Federal Government next week.

D. Open house at JC Daycare on Thursday, June 24th at 4:00 p.m.

E. Mernell King, ECP Director, is concerned with the generation of In-kind for our programs. What we are receiving does not meet the monthly averages.

F. University of Missouri Extension received grant that will benefit some of our centers in Boone County. This is called Early Sprouts which will help young children and their families learn the importance of healthy living through gardening.

IV. Program Instruction (PI) and Information Memorandum (IM)

A. PI: Income Eligibility for Enrollment in Head Start and Early Head Start programs

1. There has been a huge story line in the press about children getting into the program who are not eligible. Pretend parents were sent in to apply for the programs. When they applied their income was not taken correctly. Documented certain staff telling parents not to supply certain income documents or to pretend they were a single parent family instead of a two-parent family.

2. This study was done off of four programs. Increased monitoring will be initiated.

V. Report from Sites

VI. Old Business

A. Ratify Head Start Expansion Grant-Year 2

1. Funded at \$139,807 for Glasgow partnership.

B. Ratify Early Head Start Expansion Grant-Year 2

1. Funding serves all EHS kids in all 8 counties. The operating budget is \$1,358,493. The amount was wrong last month, but has been corrected.

C. Ratify I Can Grant-Year 3

1. The funding amount is \$349,990. Help deliver literacy training.

D. Ratify CFC Grant- Year 4

1. Funding amount is \$483,352. There may be some changes in how trainings are delivered this next year

E. Kristal Charles moved to approve the ratification of all four grants. Cassandra Wren seconded the motion. The motion carried.

VII. New Business

A. Approve Mentor-Coach Grant

1. This is a 17 month grant award. This grant will provide support, training, etc. for staff in order to improve the quality of teaching and will positively impact child outcomes. We are requesting \$225,000 of funding.

2. This grant will help us hire very experienced individuals that will work with teachers.

3. Lisa Thomeczek moved to approve the Mentor-Coach Grant. Debby Mehmert seconded the motion. The motion carried.

B. Head Start Body Start Grant

1. We do not have a summary sheet for this grant. Funding is for children's physical fitness. We received the grant last year for Centralia Head Start which allowed them to purchase additional items for their playground. The funding amount is around \$5,000.

VIII. Business from Floor

IX. Adjournment—7:01 p.m.

A. Kristal Charles moved to approve adjournment. Debby Mehmert seconded the motion. The meeting adjourned.

CONFIDENTIAL PERSONNEL REPORT TO THE HEAD START POLICY COUNCIL
07-07-10

CMCA Head Start and Early Head Start New Hires for 06-10-10 to Accepted Date

SITE	HIRE DATE	JOB TITLE	STATUS	Degree
Howard	06/24/2010	CFDA	Temporary Hire	AA Early Childhood
Boone	06/15/2010	CFDA	Regular Full Time	
Cole	06/15/2010	CFDA	Regular Full Time	

There were no CMCA Head Start and Early Head Start Terminations for 06/10/10 to 07/07/10.

Note: "Annual" positions are defined as positions expected to be active for approximately 9 months of each calendar year. "Regular" positions are defined as positions expected to be active for approximately 12 months of each calendar year. FT = Full-Time. PT = Part Time.

**CMCA EMPLOYMENT OPPORTUNITIES
UPDATED 07/07/2010**

Position Open	Area	Hrs/Wk	Type	Ann/Reg	App Deadline
Child & Family Development Advocate	Moniteau County	40	In-House/Public	Annual	Until Filled
Child and Family Development Advocate	Audrain/CELC	40	In-House/Public	Regular	Until Filled
Cook/Custodian/Teacher Aide	Audrain County	40	In-House/Public	Regular	Until Filled
Substitute Teacher	8 County Service Area	As Needed Temp	In-House/Public	n/a	Until Filled

 [Click here to print the employment listings](#) 

To apply for a position, mail your application to CMCA, Attn: HR, 807-B N. Providence, Columbia, MO 65203, fax 573-875-2689 or email to HRAssistant@ShowMeAction.org.

Applications must be filled out completely. Applications must be turned in by the closing date in order to be considered for a specific position. If sent by mail, applications are accepted only if the postmark on the envelope meets the above guidelines. Click on the position title to see the job description. Applications can be printed off from our employment link. When applying for a position, please specify the title and location of the position.

Central Missouri Community Action
HEAD START Summary Budget Comparison From 6/1/2010 Through 6/30/2010

Account Code	Account Title	Spent this Month	Spent Overall	CAN Spend for 2 Months	Under or (Over) Spent for 2 Months	Total Budget for 12 Months	Under or (Over) Total Budget
HS FY00	HEAD START						
20	HEAD START - T & TA						
130	Travel	1,150.00	4,072.03	2,211.00	(1,861.03)	13,266.00	9,193.97
160	Supplies	0.00	0.00	324.50	324.50	1,947.00	1,947.00
200	Other	<u>0.00</u>	<u>1,222.45</u>	<u>5,199.66</u>	<u>3,977.21</u>	<u>31,198.00</u>	<u>29,975.55</u>
Total 20	HEAD START - T & TA	1,150.00	5,294.48	7,735.16	2,440.68	46,411.00	41,116.52
21	HEAD START ADMINISTRATION						
100	Personnel	9,440.77	18,826.51	18,914.88	88.37	113,489.30	94,662.79
110	Fringe Benefits	2,371.92	4,737.42	5,133.56	396.14	30,111.64	25,374.22
120	In-Direct	16,365.99	48,081.31	51,120.84	3,039.53	367,372.00	319,290.69
160	Supplies	0.00	0.00	674.50	674.50	4,047.00	4,047.00
200	Other	<u>350.85</u>	<u>708.24</u>	<u>1,446.66</u>	<u>738.42</u>	<u>8,680.00</u>	<u>7,971.76</u>
Total 21	HEAD START ADMINISTRATION	28,529.53	72,353.48	77,290.44	4,936.96	523,699.94	451,346.46
22	HEAD START - PROGRAM						
100	Personnel	84,955.53	246,568.73	244,682.18	(1,886.55)	1,775,521.70	1,528,952.97
110	Fringe Benefits	20,131.67	73,305.26	78,818.17	5,512.91	704,965.36	631,660.10
130	Travel	1,983.18	9,185.65	284.00	(8,901.65)	1,704.00	(7,481.65)
160	Supplies	6,051.78	10,310.64	21,123.50	10,812.86	126,741.00	116,430.36
170	Equipment	6,150.00	6,150.00	2,500.00	(3,650.00)	15,000.00	8,850.00
180	Contractual	0.00	630.00	1,007.50	377.50	6,045.00	5,415.00
200	Other	<u>33,673.16</u>	<u>72,081.31</u>	<u>95,601.36</u>	<u>23,520.05</u>	<u>573,608.00</u>	<u>501,526.69</u>
Total 22	HEAD START - PROGRAM	152,945.32	418,231.59	444,016.71	25,785.12	3,203,585.06	2,785,353.47
	GRAND TOTAL	<u>182,624.85</u>	<u>495,879.55</u>	<u>529,042.31</u>	<u>33,162.76</u>	<u>3,773,696.00</u>	<u>3,277,816.45</u>
	In-Kind		<u>35,886.70</u>			<u>943,424.00</u>	
Additional Head Start In-Kind needed through June 2010:	\$	88,083.19					

Central Missouri Community Action
EARLY HEAD START Summary Budget Comparison From 6/1/2010 Through 6/30/2010

Account Code	Account Title	Spent this Month	Spent Overall	CAN Spend for 2 Months	Under or (Over) Spent for 2 Months	Total Budget for 12 Months	Under or (Over) Total Budget
EARLYHS	EARLY HEAD START						
70	EARLY HEAD START T&TA						
130	Travel	0.00	0.00	1,031.34	1,031.34	6,188.00	6,188.00
160	Supplies	0.00	0.00	109.00	109.00	654.00	654.00
200	Other	<u>0.00</u>	<u>25.20</u>	<u>471.34</u>	<u>446.14</u>	<u>2,828.00</u>	<u>2,802.80</u>
Total 70	EARLY HEAD START T&TA	0.00	25.20	1,611.68	1,586.48	9,670.00	9,644.80
71	EARLY HEAD START ADMINISTRATION						
100	Personnel	263.31	525.99	528.60	2.61	3,171.68	2,645.69
110	Fringe Benefits	63.57	127.08	133.20	6.12	799.28	672.20
120	In-Direct	3,830.16	7,643.80	6,813.12	(830.68)	40,879.00	33,235.20
130	Travel	0.00	0.00	180.84	180.84	1,085.00	1,085.00
160	Supplies	0.00	0.00	19.84	19.84	119.00	119.00
200	Other	<u>64.70</u>	<u>126.50</u>	<u>54.34</u>	<u>(72.16)</u>	<u>326.00</u>	<u>199.50</u>
Total 71	EARLY HEAD START ADMINISTRATION	4,221.74	8,423.37	7,729.94	(693.43)	46,379.96	37,956.59
72	EARLY HEAD START PROGRAM						
100	Personnel	19,838.97	39,293.27	34,227.70	(5,065.57)	205,366.32	166,073.05
110	Fringe Benefits	7,192.43	14,652.20	13,775.62	(876.58)	82,653.72	68,001.52
130	Travel	0.00	0.00	297.16	297.16	1,783.00	1,783.00
160	Supplies	1,485.41	2,154.16	2,242.32	88.16	13,454.00	11,299.84
180	Contractual	0.00	0.00	75.82	75.82	455.00	455.00
200	Other	<u>3,624.99</u>	<u>6,772.01</u>	<u>6,116.16</u>	<u>(655.85)</u>	<u>36,697.00</u>	<u>29,924.99</u>
Total 72	EARLY HEAD START PROGRAM	<u>32,141.80</u>	<u>62,871.64</u>	<u>56,734.78</u>	<u>(6,136.86)</u>	<u>340,409.04</u>	<u>277,537.40</u>
	GRAND TOTAL	<u>36,363.54</u>	<u>71,320.21</u>	<u>66,076.40</u>	<u>(5,243.81)</u>	<u>396,459.00</u>	<u>325,138.79</u>
	In-Kind		164.48			<u>99,115.00</u>	
	Additional EHS In-Kind needed through June 2010:		\$ 17,665.57				

Central Missouri Community Action
HS EXP Summary Budget Comparison From 6/1/2010 Through 6/30/2010

Account Code	Account Title	Spent this Month	Spent Overall	CAN Spend for 9 Months	Under or (Over) Spent for 9 Months	Total Budget for 12 Months	Under or (Over) Total Budget
HS EXP	HEAD START EXPANSION						
91	HS EXPANSION - T & TA						
130	Travel	140.00	140.00	520.47	380.47	694.00	554.00
160	Supplies	0.00	92.90	37.53	(55.37)	50.00	(42.90)
200	Other	<u>0.00</u>	<u>4.71</u>	<u>1,612.53</u>	<u>1,607.82</u>	<u>2,150.00</u>	<u>2,145.29</u>
Total 20	HEAD START - T & TA	140.00	237.61	2,170.53	1,932.92	2,894.00	2,656.39
92	HS EXPANSION						
100	Personnel	2,248.39	42,365.89	49,425.42	7,059.53	63,422.00	21,056.11
110	Fringe Benefits	693.68	14,147.93	19,853.71	5,705.78	26,035.00	11,887.07
120	In-Direct	411.88	7,911.93	10,253.23	2,341.30	13,239.00	5,327.07
160	Supplies	34.59	26,392.04	20,340.00	(6,052.04)	27,120.00	727.96
180	Contractual	0.00	12,880.00	9,524.97	(3,355.03)	12,700.00	(180.00)
200	Other	<u>891.82</u>	<u>2,166.70</u>	<u>1,619.37</u>	<u>(547.33)</u>	<u>2,159.00</u>	<u>(7.70)</u>
Total 92	HS EXPANSION	4,280.36	105,864.49	111,016.70	5,152.21	144,675.00	38,810.51
	GRAND TOTAL	<u>4,420.36</u>	<u>106,102.10</u>	<u>113,187.23</u>	<u>7,085.13</u>	<u>147,569.00</u>	<u>41,466.90</u>
	In-Kind		<u>3,436.00</u>			<u>26,937.00</u>	
Additional Head Start In-Kind needed through June 2010:		\$	15,931.88				

Central Missouri Community Action
EHS-EXP Summary Budget Comparison From 06/01/2010 Through 06/30/2010

Account Code	Account Title	Spent this Month	Spent Overall	CAN Spend for 8 Months	Under or (Over) Spent for 8 Months	Total Budget for 11 Months	Under or (Over) Total Budget
96	EHS EXP - T & TA						
100	Personnel	0.00	42,745.29	46,926.00	4,180.71	46,926.00	4,180.71
110	Fringe Benefits	0.00	11,846.23	4,936.00	(6,910.23)	4,936.00	(6,910.23)
120	In-Direct	0.00	7,642.81	7,676.00	33.19	7,676.00	33.19
130	Travel	237.60	12,504.87	1,825.44	(10,679.43)	2,510.00	(9,994.87)
160	Supplies	1,270.78	1,393.97	1,122.89	(271.08)	1,544.00	150.03
200	Other	(1,950.00)	43,619.73	58,060.38	14,440.65	79,833.00	36,213.27
Total 96	EHS EXP - T & TA	(441.62)	119,752.90	120,546.71	793.81	143,425.00	23,672.10
97	EHS EXP - PROGRAM						
100	Personnel	56,774.16	273,007.10	377,830.64	104,823.54	569,920.00	296,912.90
110	Fringe Benefits	18,897.04	92,106.62	144,923.19	52,816.57	218,738.00	126,631.38
120	In-Direct	10,593.97	51,115.92	77,367.39	26,251.47	116,721.00	65,605.08
130	Travel	400.00	1,475.70	5,559.28	4,083.58	7,644.00	6,168.30
160	Supplies	7,212.55	149,470.81	164,426.88	14,956.07	226,087.00	76,616.19
170	Equipment	55,301.00	55,301.00	109,090.88	53,789.88	150,000.00	94,699.00
180	Contractual	1,328.00	3,199.20	114,356.38	111,157.18	157,240.00	154,040.80
200	Other	35,862.49	138,198.93	71,465.44	(66,733.49)	98,265.00	(39,933.93)
Total 97	EHS EXP - PROGRAM	<u>186,369.21</u>	<u>763,875.28</u>	<u>1,065,020.08</u>	<u>301,144.80</u>	<u>1,544,615.00</u>	<u>780,739.72</u>
	GRAND TOTAL	<u>185,927.59</u>	<u>883,628.18</u>	<u>1,185,566.79</u>	<u>301,938.61</u>	<u>1,688,040.00</u>	<u>804,411.82</u>

IN-KIND REQUIREMENTS WAIVED

Central Missouri Community Action
HEALTHY MARRIAGE Summary Budget Comparison From 6/1/2010 Through 6/30/2010

Account Code	Account Title	Spent this Month	Spent Overall	CAN Spend for 9 Months	Under or (Over) Spent for 9 Months	Total Budget for 12 Months	Under or (Over) Total Budget
88	HEALTHY MARRIAGE - PROGRAM						
100	Personnel	8,802.00	120,169.75	150,631.47	30,461.72	200,842.00	80,672.25
110	Fringe Benefits	2,527.30	36,514.87	42,901.56	6,386.69	57,202.00	20,687.13
120	In-Direct	1,586.11	21,874.21	28,642.50	6,768.29	38,190.00	16,315.79
130	Travel	3,034.00	10,873.61	8,358.03	(2,515.58)	11,144.00	270.39
160	Supplies	2,582.28	5,751.64	14,254.56	8,502.92	19,006.00	13,254.36
180	Contractual	0.00	15,519.08	10,060.47	(5,458.61)	13,414.00	(2,105.08)
200	Other	<u>2,277.16</u>	<u>90,574.54</u>	<u>107,665.47</u>	<u>17,090.93</u>	<u>143,554.00</u>	<u>52,979.46</u>
Total 88	HEALTHY MARRIAGE - PROGRAM	20,808.85	301,277.70	362,514.06	61,236.36	483,352.00	182,074.30
	GRAND TOTAL	<u>20,808.85</u>	<u>301,277.70</u>	<u>362,514.06</u>	<u>61,236.36</u>	<u>483,352.00</u>	<u>182,074.30</u>
	In-Kind		<u>62,777.06</u>			<u>120,838.00</u>	
Additional Healthy Marriage In-Kind needed through June 2010:		\$	12,542.37				

Central Missouri Community Action
I CAN Summary Budget Comparison From 6/1/2010 Through 6/30/2010

Account Code	Account Title	Spent this Month	Spent Overall	CAN Spend for 9 Months	Under or (Over) Spent for 9 Months	Total Budget for 12 Months	Under or (Over) Total Budget
89	I CAN - PROGRAM						
100	Personnel	4,692.26	42,203.49	42,143.31	(60.18)	56,191.00	13,987.51
110	Fringe Benefits	1,219.58	11,618.77	11,004.12	(614.65)	14,672.00	3,053.23
120	In-Direct	827.66	7,535.12	7,865.28	330.16	10,487.00	2,951.88
130	Travel	1,162.80	56,243.35	48,375.09	(7,868.26)	64,500.00	8,256.65
160	Supplies	452.50	20,498.17	19,347.75	(1,150.42)	25,797.00	5,298.83
180	Contractual	0.00	90,668.00	75,257.28	(15,410.72)	100,343.00	9,675.00
200	Other	<u>641.06</u>	<u>74,201.22</u>	<u>51,750.00</u>	<u>(22,451.22)</u>	<u>69,000.00</u>	<u>(5,201.22)</u>
Total 89	I CAN - PROGRAM	8,995.86	302,968.12	255,742.83	(47,225.29)	340,990.00	38,021.88
	GRAND TOTAL	<u>8,995.86</u>	<u>302,968.12</u>	<u>255,742.83</u>	<u>(47,225.29)</u>	<u>340,990.00</u>	<u>38,021.88</u>
	In-Kind		<u>67,489.76</u>			<u>85,248.00</u>	
Additional I CAN In-Kind needed through June 2010:		\$ 8,252.27					

Central Missouri Community Action
EHS STATE Summary Budget Comparison From 6/1/2010 Through 6/30/2010

Account Code	Account Title	Spent this Month	Spent Overall	CAN Spend for 12 Months	Under or (Over) Spent for 12 Months	Total Budget for 12 Months	Under or (Over) Total Budget
EHS-ST	EHS STATE						
105	EHS STATE						
100	Personnel	6,524.91	93,888.47	101,224.65	7,336.18	101,224.65	7,336.18
110	Fringe Benefits	2,937.34	31,611.30	32,565.44	954.14	32,565.44	954.14
120	In-Direct	1,222.23	17,295.36	19,800.93	2,505.57	19,800.93	2,505.57
130	Travel	70.00	648.50	3,660.00	3,011.50	3,660.00	3,011.50
160	Supplies	1,475.54	41,189.97	75,065.48	33,875.51	75,065.48	33,875.51
170	Equipment	5,560.00	5,560.00	0.00	(5,560.00)	0.00	(5,560.00)
180	Contractual	29,716.00	113,641.75	121,537.50	7,895.75	121,537.50	7,895.75
200	Other	<u>2,082.91</u>	<u>39,553.53</u>	<u>30,647.00</u>	<u>(8,906.53)</u>	<u>30,647.00</u>	<u>(8,906.53)</u>
Total 105	EHS STATE	49,588.93	343,388.88	384,501.00	41,112.12	384,501.00	41,112.12
	GRAND TOTAL	<u>49,588.93</u>	<u>343,388.88</u>	<u>384,501.00</u>	<u>41,112.12</u>	<u>384,501.00</u>	<u>41,112.12</u>
	In-Kind		30,174.89			<u>57,675.15</u>	
	Additional EHS-ST In-Kind needed through June 2010:		\$ 21,333.44				

Central Missouri Community Action
QUALITY IMPROVEMENT-ARRA Summary Budget Comparison From 6/1/2010 Through 6/30/2010

Account Code	Account Title	Spent this Month	Spent Overall	CAN Spend for 12 Months	Under or (Over) Spent for 12 Months	Total Budget for 15 Months	Under or (Over) Total Budget
QI-ARRA 122	QUALITY IMPROVEMENT-ARRA HEADSTART - QI-ARRA						
100	Personnel	7,837.90	96,674.85	100,213.49	3,538.64	128,116.00	31,441.15
110	Fringe Benefits	11,906.30	43,732.79	36,567.87	(7,164.92)	71,132.32	27,399.53
120	In-Direct	2,764.18	19,492.48	20,243.61	751.13	29,488.68	9,996.20
180	Contractual	140.00	694.10	20,000.00	19,305.90	20,000.00	19,305.90
200	Other	<u>3,503.43</u>	<u>18,788.99</u>	<u>20,000.00</u>	<u>1,211.01</u>	<u>20,000.00</u>	<u>1,211.01</u>
Total 122	TOTAL HEADSTART - QI-ARRA	26,151.81	179,383.21	197,024.97	17,641.76	268,737.00	89,353.79
172	EHS - QI-ARRA						
100	Personnel	265.06	4,459.81	5,324.00	864.19	5,324.00	864.19
110	Fringe Benefits	101.04	1,560.99	691.68	(869.31)	691.68	(869.31)
120	In-Direct	51.26	846.31	890.32	44.01	890.32	44.01
200	Other	<u>75.22</u>	<u>8,836.96</u>	<u>21,617.00</u>	<u>12,780.04</u>	<u>21,617.00</u>	<u>12,780.04</u>
Total 172	TOTAL EHS - QI-ARRA	492.58	15,704.07	28,523.00	12,818.93	28,523.00	12,818.93
	GRAND TOTAL	<u>26,644.39</u>	<u>195,087.28</u>	<u>225,547.97</u>	<u>30,460.69</u>	<u>297,260.00</u>	<u>102,172.72</u>
	In-Kind Waived						

ONGOING MONITORING for the Month of: June 2010

SUMMARY OF ONGOING MONITORING ACTIVITIES

Different data sources were utilized by the team during this monitoring period; review of Participant Files, classroom observations, review of Child Plus reports (database), etc. Strengths were identified by the team along with areas needing improvement. The monitoring emphasis for the month is reviewed using the OHS Monitoring Tool and review of the program work plan, policy, procedure, forms, and formats.

Monitoring Emphasis for the month: **Program Design and Management**

PROGRAM INFORMATION REPORT (PIR) – Comparison of Performance Indicators

	HEAD START			EARLY HEAD START		
	As of 07/02/10	2008-09	2007-08	As of 07/02/10	2008-09	2007-08
01. Children up to date on a schedule of Preventative and Primary Health Care:	76.53%	91%	93.20%	20%	94%	88.68%
02. Children needing medical treatment:	1.84%	0.00%	0.00%	0%	0.00%	2.13%
03. Children receiving medical treatment:	66.66%	--	--	0%	--	100.00%
04. Children completing dental exams: <i>(Preschool Only)</i>	65.57%	**	91.42%	NA	--	--
05. Children needing dental treatment: <i>(Preschool Only)</i>	20.52%	31%	22.30%	NA	--	--
06. Children receiving dental treatment: <i>(Preschool Only)</i>	31.40%	18%	36.51%	NA	--	--
07. Children with up-to-date, or all possible, immunizations:	92.80%	101%	104.69%	65%	73%	100.00%
08. Children enrolled in Medicaid, SCHIP, or Paid Health Insurance at EOY:	98.59%	94%	91.28%	73.33%	89%	100.00%
09. Classroom teachers with an ECE or related degree (AA, BA or graduate):	83.7%	74%	80.33%	51.4%	100%	83.33%

SUMMARY OF the Enrollment Report (Pages 2-3)

No concerns.

SUMMARY OF the Attendance Report (Page 4)

No concerns.

INFANTS & TODDLERS							Income Eligibility					Public Asst.		Concern Disability	
Local ID	County	Site Name	F.E.	Last Day	Enrolled	Waitlist	0-100%	101-130	>130	Foster	Homeless	Public Asst.	Concern	Disability	
2104	AUDRAIN	Community Early Learning	16	15	15	5	12	1	0	0	2	0	0	1	
2102		WFSC	20	15	15	15	11	0	1	0	1	2	0	0	
1200	BOONE	Bear Creek	8	8	8	38	5	0	0	0	2	1	0	0	
1211		Tiger Paws	24	26	27		17	0	0	0	6	4	0	1	
2301	CALLAWAY	Callaway County	16	16	16	5	8	0	0	0	1	7	0	0	
2409	COLE	Capital Early Learning	16	15	15	16	7	1	0	0	0	7	0	0	
2407		JC Day Care	16	17	20		11	1	1	1	0	6	0	1	
2408		Open Book	24	25	27		21	2	0	0	4	0	0	1	
2501	COOPER	Clubhouse	4	4	6	2	4	0	0	0	1	1	0	0	
2601	HOWARD	Howard County	16	11	11	4	5	0	0	1	0	5	0	3	
2701	MONITEAU	Moniteau County	10	11	11	3	9	1	0	0	1	0	0	0	
2852	OSAGE	Chamois	16	20	22	4	16	1	0	0	2	3	0	0	
2851		Linn	4	5	5	1	3	0	1	0	0	1	0	1	
			190	188	198	93	129	7	3	2	20	37	0	8	

PRENATAL FAMILIES							Income Eligibility					Public Asst.		Concern Disability	
Local ID	County	Site Name	F.E.	Last Day	Enrolled	Waitlist	0-100%	101-130	>130	Foster	Homeless	Public Asst.	Concern	Disability	
2104	AUDRAIN	Community Early Learning	-	3	3	0	3	0	0	0	0	0	0	0	
2102		WFSC	-	2	2	0	1	0	0	0	0	1	0	0	
1200	BOONE	Bear Creek	-	0	0	2	0	0	0	0	0	0	0	0	
1211		Tiger Paws	-	0	0		0	0	0	0	0	0	0	0	
1213		Central Office	12	13	10		9	2	0	0	0	2	0	0	
2301	CALLAWAY	Callaway County	-	0	0	0	0	0	0	0	0	0	0	0	
2401	COLE	Cole	2	0	2	0	2	0	0	0	0	0	0	0	
2409		Capital Early Learning	-	1	0	0	0	0	0	0	1	0	0	0	
2407		JC Day Care	-	0	0		0	0	0	0	0	0	0	0	
2408		Open Book	-	0	0		0	0	0	0	0	0	0	0	
2501	COOPER	Clubhouse	-	0	0		0	0	0	0	0	0	0	0	
2601	HOWARD	Howard County	-	1	1	1	1	0	0	0	0	0	0	0	
2701	MONITEAU	Moniteau County	-	1	1	0	1	0	0	0	0	0	0	0	
2852	OSAGE	Chamois	-	0	0	0	0	0	0	0	0	0	0	0	
2851		Linn	-	0	0	0	0	0	0	0	0	0	0	0	
			14	21	19	3	17	2	0	0	1	3	0	0	

EHS PROGRAM TOTALS							Income Eligibility					Public Asst.		Concern Disability	
			F.E.	Last Day	Enrolled	Waitlist	0-100%	101-130	>130	Foster	Homeless	Public Asst.	Concern	Disability	
			204	209	217	96	146	9	3	2	21	40	0	8	
				102.45%	106.37%	47.06%	71.57%	4.41%	1.47%	0.98%	10.29%	19.61%	0.00%	3.92%	
<i>Mandated Requirements</i>				<i>>97%</i>			<i><35%</i>					<i><10%</i>		<i>10% or ></i>	

Last Day: # of children/pregnant mothers enrolled on the reporting date or terminated and still in 30-day replacement window prior to reporting date. Reported on-line to ACF each month.
 Enrolled: Cumulative number of children served during the reporting month.
 Vacancies: All Terminated Children were NOT replaced within 30 days. in accordance with HSPPS 1305.7 vacancies do not have to be filled within the last 60 days of a program year..
 FE: Funded Enrollment

HEAD START Jun-10					Monthly Totals:									
Local ID	County	Site Name	F.E.	Last Day	Enrolled	Waitlist	Income Eligibility						Concern	Disability
							0-100%	101-130	>130	Foster	Homeless	Public Asst.		
2102	AUDRAIN	WFSC	40	22	22	19	13	1	0	1	3	4	0	1
2101		Lakeview	20	NA	0		0	0	0	0	0	0	0	0
2103		Community R6	20	19	0	6	0	0	0	0	0	0	0	0
2202	BOONE	Centralia	30	NA	0	3	0	0	0	0	0	0	0	0
2203		Park	60	59	0		0	0	0	0	0	0	0	0
2213		Tiger Paws	30	32	25	110	11	1	2	0	2	8	0	3
2209		Worley	30	NA	0		0	0	0	0	0	0	0	0
2301	CALLAWAY	Callaway County	36	15	13	30	7	1	0	1	1	3	0	1
2401	COLE	Cole East	80	38	38	104	27	2	2	0	0	7	0	5
2406		Cole West	40	NA	0		0	0	0	0	0	0	0	0
2501	COOPER	Clubhouse	40	NA	0	15	0	0	0	0	0	0	0	0
2601	HOWARD	Howard County	36	NA	0	5	0	0	0	0	0	0	0	0
2602		Glasgow	17	2	0	7	0	0	0	0	0	0	0	0
2701	MONITEAU	Moniteau County	36	NA	0	19	0	0	0	0	0	0	0	0
2851	OSAGE	Linn	17	NA	0	3	0	0	0	0	0	0	0	0
2852		Chamois	20	NA	0	5	0	0	0	0	0	0	0	0
			552	187	98	326	58	5	4	2	6	22	0	10
			100.54%		59.06%		10.51%	0.91%	0.72%	0.36%	1.09%	3.99%	0.00%	1.81%
			Mandated Requirements >97%				<35%	<10%					10% or >	

Last Day: # of children/pregnant mothers enrolled on the reporting date or terminated and still in 30-day replacement window prior to reporting date. Reported on-line to ACF each month.

Enrolled: Cumulative number of children served during the reporting month.

Vacancies: All Terminated Children were not replaced within 30 days; the end of the part-day program option is less than 60 days away. In accordance with PS 1305.7. See ChildPlus Report 2210 in Enrollment Binder.

FE: Funded Enrollment

HEAD START AND EARLY HEAD START

Jun-10

Local ID	County	Site Name	F.E.	Enrolled	ADA	#DSS Child Care Subsidy	CACFP MEALS PROVIDED		
							# Breakfast	# Lunch	# PM Snack
2104	AUDRAIN	Community Early Learning	16	18	NA	NA	NA	NA	NA
2103		Community R-VI*	20	NA	93.53%	NA	NA	NA	NA
2101		Lakeview	20	NA	84.10%	NA	NA	NA	NA
2102		WFSC	60	39	83.50%	9	432	430	356
1211	BOONE	Bear Creek CFDC	8	8	79.75%	5	NA	NA	NA
2202		Centralia	34	NA	81.98%	NA	NA	NA	NA
2203		Park	60	NA	88.61%	NA	147	157	129
1200		Pregnant Moms	8	13	NA	NA	NA	NA	NA
2213		Tiger Paws	54	52	82.79%	28	791	811	742
2209		Worley	30	34	84.58%	NA	NA	NA	NA
2301	CALLAWAY	Callaway County	52	29	86.35%	13	293	358	314
2409	COLE	Capital Early Learning	16	16	NA	NA	NA	NA	NA
2401		Cole East	84	38	79.57%	21	339	390	344
2406		Cole West	40	NA	86.53%	NA	NA	NA	NA
2407		JC Daycare	16	20	85.25%	NA	NA	NA	NA
2408		Open Book	24	27	85.49%	NA	NA	NA	NA
2501	COOPER	Clubhouse	44	6	80.76%	NA	NA	NA	NA
2602	HOWARD	Glasgow	17	NA	91.91%	NA	NA	NA	NA
2601		Howard County	48	12	82.27%	4	80	85	76
2701	MONITEAU	Moniteau County	46	12	75.10%	NA	NA	NA	NA
2852	OSAGE	Chamois*	36	22	88.40%	NA	NA	NA	NA
2851		Linn	21	5	92.41%	NA	NA	NA	NA
TOTAL			754	351	84.89%	80	2082	2231	1961

*Reimbursement collected by partner.

ADA: Average Daily Attendance (ADA) is tracked and analyzed in accordance with 1305.8 of the Head Start Performance Standards.

DSS Child Care Subsidy: For the purpose of this report, we are only reporting the children for whom we receive DSS reimbursement. (Those that are enrolled in a full-day classroom.) For more information on the DSS/Child Care Assistance Program, please visit <http://dss.mo.gov/cd/childcare/pdf/ccare.pdf>.

CACFP Meals Provided: For more information regarding the Child and Adult Care Food Program (CACFP), please visit <http://www.fns.usda.gov/CND/Care/CACFP/aboutcacfp.htm>.

**Central Missouri Community Action
Early Childhood Programs
- Head Start and Early Head Start -
Passion – Commitment – Excellence**

**CMCA Head Start Director's Report
July 7, 2009
CMCA Head Start 2009-2010
"The Year of Leadership Development"**

CMCA Head Start Team Member in the news:

Wendi Matlick, Intervention Team Administrator, recently completed a week-long intensive training offered by the National Head Start Association (NHSA) Administrator Credentialing program in San Antonio, TX. Wendi has wealth of knowledge and we are delighted that she has obtained this credentialPlease join me in congratulating Wendi on achieving this highly regarded credential!

Policy Council Meeting will be held on Thursday, July 15, 2010 at the Central Missouri Community Action Central Offices. Come join us for a light meal at 5:30, committee meetings at 6:00, and PC meeting immediately following the committee meetings. We look forward to seeing you there.

CMCA Head Start programsleading the way:

Trisha Wright and Mernell King attended a 3-day training in Los Angeles where they assisted in the training of Head Start staff of the **LACOE (Los Angeles County Office of Education)** schools. Trisha and Mernell provided a "mock parent training" using the "What To Do When Your Child Gets Sick" book using the methodologies of the HCI (Health Care Institute) that are used in the I CAN work. In addition, Mernell presented a workshop "LOVE in the Social Service Field" to all participants. This opportunity also allowed Trisha and Mernell to review new health literacy modules and materials so that they can bring them back to the I CAN...Help My Child Stay Healthy grantees.

Mernell will be co-presenting with Dr. Ariella Herman, Research Director of the HCI at UCLA, at the 2010 **U.S. Department of Education Reading Institute National Conference** July 20th. The presentation was requested by Dr. Joan Lombardi of the Administration for Children and Families to highlight the work being done in the health literacy field and, in particular, how that work is impacting the literacy development of children.

Trisha and Mernell have been asked, on behalf of I CAN & in collaboration with the **UCLA/Johnson & Johnson Health Care Institute** to be a part of the **Johnson & Johnson conference booth** at both the **NAACP National**

Conference in Kansas City and at the **Urban League National Conference in Washington DC**. Both of these conferences offer an opportunity to share the work of the HCI and the I CAN...Help my child stay healthy program. Johnson and Johnson has paid for the booth space and UCLA's HCI team will be there to assist as well. The BOOTH will be AWESOME as it will have all of the Johnson and Johnson initiatives represented. Our "area" will be next to the Life Scan materials – too cool! Even more cool is that the NAACP is celebrating 150 years of national conferencing and the Urban League has been having a conference for the past 100 years! WOW! We are excited about the opportunity to talk about I CAN, CMCA Head Start, CMCA and the work we do for strategic commitments of our organization.....not to mention how the I CAN program has had great success with training families in 7 languages, multiple cultures and ethnicities! We are excited!

Policy Council Meeting will be held on Thursday, July 15, 2010 at the Central Missouri Community Action Central Offices. Come join us for a light meal at 5:30, committee meetings at 6:00 and PC meeting immediately following the committee meetings. We look forward to seeing you there.

Missouri Head Start State Collaboration Office has released the State-Wide Missouri Wage and Benefit Comparability Report. This report is very important in CMCA Head Start assuring that the wages and benefits we pay to HS and EHS program staff are in line with those in other programs across the state.

Missouri Head Start Association (MHSA) will be working on strategies to increase program participation in ongoing meetings of the Association. Over the past few years the members have not been coming consistently to the meetings. In the fall, CMCA Head Start's Policy Council will elect a new parent representative for the Association and will also recommend to the Early Childhood Program Director a new Community Representative. We want to make sure that CMCA Head Start has full representation of the council.

T/TA System – the Head Start T/TA (training and technical assistance) system is changing beginning July 31, 2010. This is in response to the need, as identified by the Office of Head Start, to provide more direct training and mentor-coaching to the teaching staff in programs. CMCA Head Start will be submitting a grant to the Office of Head Start for the development and implementation of a mentor-coach program.

PROGRAM UPDATES:

I CAN-

Year 3 grantees, for the I CAN program, have been selected from the Western United States. There will be a total of 23 grantees from across the Western half of the country participating in Year 3 of I CAN. The training for trainers will be conducted in Albuquerque, NM in November, 2010. Each program has been notified of their acceptance into the project. Notifications have also been sent to those programs that were not accepted in this year's very stiff competition. Each accepted grantee has begun to receive correspondence from Trisha Wright, I CAN Administrative Assistant, and she will be sending an acceptance package to each program that will contain more information on the project and other information that they may need to know prior to the training in November 2010. In addition, an orientation webinar has been scheduled in September for the 23 programs that will provide information on how to develop the local Health Improvement Plans (HIP). If you haven't had a chance, check out the I CAN tab on the CMCA Web Page!

CFC (Connecting for Children) Updates:

It's officially July and CFC has entered its 4th quarter of the program year! This month the Connecting for Children staff will be attending the Smart Marriage Conference in Orlando, FL. We anticipate learning a lot and bringing back new curricula for our families. Next month, on August 14th, we will have a 1-day Booster for EXISTING PARTICIPANTS featuring *Love & Logic*. That same weekend (both Saturday and Sunday) we will have an Overnight Retreat for Co-Parents and Individual Parents. Please encourage your families to call and sign up. Spots are limited, so call now!

For any information regarding enrollment or signing up for a class, please have families call us at 443-8706 or toll-free at 800-706-1742 ext. 230 (Rebecca) or ext. 222 (Nolanda) or ext. 232 (Amy-for Spanish speaking participants/enrollment and questions and sign-up). We also have information on other trainings offered in the community that we can refer families to-don't hesitate to contact us!

Family Development Updates:

Head Start fathers and families gathered at Bass Pro in June and enjoyed a day of fun and fishing! The fish (and turtles) were biting and many experienced their first catch ever. Our next Fathers First event will be held in August and will involve an "Arts in the Park Ice Cream Social". Details will be announced soon.

Family Development Advocate II, Dave Bruns, Nolanda Dodd, and Shelly Weed attended the **Advanced Home Visitation Training** in June and will complete the training In July.... you will be hearing more soon!

FEDERAL REPORTING:

ARRA Reports are due quarterly – Reports will be due in to the Federal government by 7/14/2010. The Finance department at CMCA works closely with the HS and EHS Directors of Operations to ensure this is completed in a timely manner.

I CAN quarterly report will be submitted by July 31, 2010.

CFC quarterly report will be submitted by July 31, 2010

Health Service Advisory Committee (HSAC) – Are you interested in participating? Do you know a health practitioner in your area that might be interested in joining the HSAC? Next Meeting is July 21st!

Contact Melissa Scheer or Beth Vossler at 443-8706 for more information.

Peer Review Updates:

Peer Review responses were sent to the Office of Head Start - Region VII on Friday, May 28, 2010. All but one (1) item of non-compliance were corrected onsite during the review and remain in compliance at this time. Only one (1) finding remained at the end of the review week and that non-compliance was corrected on December 4, 2009, immediately following the Peer Review.

OHS Site Visit:

We have been told by our Office of Head Start Program Specialist, Clarence Small, that he will be making a site visit for the EHS Expansion some time before October 2010.

OHS Peer Review:

Will take place some time in the FY2011 which begins October 1, 2010. This review will take place for the Expansion of EHS only and will be conducted by a much smaller review team than a full-blown peer review would require. You will receive more information as soon as we receive it...

PARTNERSHIP UPDATES:

CMCA Head Start congratulates our new EHS sites!

On Thursday, June 24th we had 2 Open houses/ribbon cutting ceremonies to honor the beginning of service to more infants and toddlers:

Community R-6 (Laddonia) EHS classroom will serve 8 children. Already a strong community partner, this partnership will allow cradle to career strategies to

be a daily occurrence! The school has been a partner in the MPP preschool classroom for 4 years and we have a transportation/bus partnership with them as well (3 years). Mr. P (superintendent) has been a strong supporter of the collaboration since the beginning and continues to recognize the value of collaborations outside of the public school to be used within the school! This project was funded by ARRA funds. We look forward to making this relationship and program a “promising practice” of serving the whole family in collaboration with a rural public school. Congratulations to the entire community!

Jefferson City Daycare has 2 EHS classrooms serving a total of 16 children in the Jefferson City community. JC Daycare had a huge ribbon cutting and open house with the Chamber of Commerce represented Board members of JC Daycare and other community dignitaries. We appreciated that Holly Otto, our program representative at the Children’s Division, was also able to attend. The classrooms looked AWESOME and the infants/toddlers held up even with the big numbers of visitors coming through. Several parents were there as well as the community members. This project is funded by EHS – State (one classroom) and EHS Federal Expansion (ARRA) for one classroom. A total of 16 children/families will benefit in this setting. Congratulations to the parents, staff, JC Daycare, and the community!

Other News on the EHS Start Up Front:

Work continues in **Chamois (Osage County)** on their new modular classroom. We anticipate a start date of 8/1/2010. The community is excited and the school is happy to continue the partnership in service to families (prenatal to age 5) in the new HS/EHS. We utilize land owned by the school (and have for many years) and we also have a transportation/bus partnership with the school district. Can’t wait to get this one up and running.

Capital Early Learning Center in Jefferson City is a partnership with Lincoln University to serve 16 infants/toddlers and preschool children. The university is renovating a property at this time and the anticipated start date is 8/1/2010. This partnership will strengthen the strong relationship with Lincoln and eventually provide practicum opportunities for their ECE students. We are excited about this partnership as well!

Partnership with Columbia Housing Authority – We are discussing space needs with the Columbia Housing Authority. They are interested in assisting our program in meeting space needs for the program in the city of Columbia and have provided commitment from the CHA Board to continue discussion of using space at Bear Creek for a much needed preschool classroom. If we accomplish this, there will be space at Tiger Paws (Columbia) for offices for staff. In addition, the children who attend Bear Creek would have access to preschool in their current school “neighborhood”. We continue to meet with the administrators of the CHA and are very hopeful about the possibilities this partnership can bring.

Update – progress will be slower than expected and the space will not be ready at the beginning of the 2010-2011 program year.

Hot off the press..... The City of Columbia's Community Development Commission awarded \$77,000 in CDBG funding for the renovation of the Bear Creek Community Center for a Head Start Program. The recommendation will go to the City Council on Monday, August 2, 2010. These renovation funds will assist in assuring that the new preschool classroom at Bear Creek becomes a reality!

Columbia Public Schools – we have been approached to consider the development of another 2 classrooms with the Columbia Public Schools for title I/Head Start wrap-around classrooms at the school's new early childhood center. We are currently determining if this can be feasible in the 2010-2011 program year. Representatives from Missouri Child Care Licensure (MO Dept. of Health and Senior Services) have made a walk through at the proposed new classrooms in the Columbia Public Schools...more to come.

CMCA Head Start's INTERPRETIVE SERVICES UPDATE:

- To help communicate with the many Latino families served at WFSC, we have contracted with a bilingual person to help with parent communication, ongoing assessment, and daily classroom activities through Sept. 30th.
- As part of self assessment, we are evaluating the procedures and forms used to contract with interpreters in Head Start. New contracts will be utilized for the 2010-2011 year.

Training updates

CMCA will sponsor High Scope curriculum training for the CFDA's of our 3-5 year old Preschool Head Start program. Partnership for a Healthy Baby (Florida State Curriculum) will be here in fall. The Partnership curriculum is a program for parenting education. We look forward to having these on-site training opportunities.

MANAGEMENT UPDATES:

Our focus this month – preparing for next year's training of staff and start up our new year which begins after Labor Day!

Eligibility – Recruitment- Selection - Enrollment and Attendance (ERSEA) Activities –

Enrollment continues to meet expectations - **Enrollment Report** is contained within this report packet/ mailing.

MONITORING CONCERN AREAS NOTED by Program Director:

We continue to struggle with follow-up for child identified health and dental needs. We remain always concerned with Inkind donations as we develop more and more programs and are expected to have an 80-20 match (federal/local). While we did meet the non-federal share in FY'09 (ended April 30, 2010), we had a lot of difficulty. There will be a formalized INKIND plan for the year (2010-2011) with expectations of both sites and individual administrators, specialists and managers outlined. We hope that this will keep our focus on gathering and recording in-kind and making a thorough analysis tied to the plan each month.

Our 2010 PIR will be due to the Office of Head Start by August 31, 2010.

ACTION ITEMS:

Grants:

Approval of the following grant application is requested:

ARRA of 2009 – Early Learning Mentor Coaches Grant (Ratify)

* Grant summary sheet will be provided at the PC meeting.

Other REQUIRED INPUT/Approvals:

ERSEA Report
Credit Card Report
USDA Meal Count/Report
Attendance Report
Monitoring Report

IM/PI:

Information Memorandums and Program Instructions – those we have received since our last Council meeting are found for your information and review within this mailing. In addition, they can be found on the eclkc web site: www.eclkc.ohs.acf.hhs.gov.

Web Sites of Interest to Policy Council Members:

www.moheadstart.org - this is the official web site of the Missouri Head Start Association. Missouri Head Start Association works for children, families, staff and communities regarding issues of interest to Missouri's Head Start programs. The site gives detailed information on all of Missouri's Head Start and Early Head Start Programs.

www.ECLKC.ohs.acf.hhs.gov – this is the Early Childhood Learning and Knowledge Center. This web site is the complete repository and library of all items from Head Start since 1965. This is a great web site and if you have access to a computer –check it out!

Respectfully submitted,

Mernell T. King

Early Childhood Programs Director
Central Missouri Community Action
807 B North Providence Road
Columbia, MO 65203
573.443.8706 (x228)
Mernell-King@showmeaction.org

"It is easier to build strong children than to repair broken men."
-- **Frederick Douglass**

ACF Administration for Children and Families	U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES	
	1. Log No. ACF-IM-HS-10-03	2. Issuance Date: 06/28/2010
	3. Originating Office: Office of Head Start	
	4. Key Words: Contact OHS	

INFORMATION MEMORANDUM

TO: All Head Start and Early Head Start Grantees

SUBJECT: Strengthening Head Start and Ensuring Accountability

INFORMATION:

The Office of Head Start (OHS) is taking several steps to ensure the highest level of program quality and accountability in all Head Start and Early Head Start programs. One key step is providing Head Start communities and the public an easy way to contact OHS through new reporting features now available on the Early Childhood Learning and Knowledge Center (ECLKC) website.

The ECLKC has always provided opportunities for individuals to submit inquiries to OHS. Now, new reporting features have been added to the homepage that enhance user friendliness and assist OHS in obtaining the information necessary to respond to concerns or initiate appropriate action, as needed.

When you visit the ECLKC at <http://eclkc.ohs.acf.hhs.gov/hslc>, you will find at the top of the homepage a new banner divided into three sections. Each section displays a picture of a button and represents three distinct reporting categories:

1. Questions
2. Suggestions to Strengthen Head Start
3. Complaints

Whether you have a question, suggestion, or a complaint about a Head Start program in your community, OHS wants to hear from you.

A direct link to the HHS Office of Inspector General (OIG) is located in the red ribbon at the bottom of the banner. OHS encourages anyone who suspects fraud, waste, misuse, or abuse of federal funds to submit their concerns directly to the OIG Hotline.

These new features on the ECLKC are not intended to replace grantees' ongoing communication with the Administration for Children and Families regional offices. Additionally, local programs, staff, and parents should continue to seek answers or solutions through avenues available within their own agencies before contacting OHS.

OHS is committed to continue its efforts to increase program accountability at every level and to maintain the public's trust of Head Start and Early Head Start programs across the country.

/ Yvette Sanchez Fuentes /

Yvette Sanchez Fuentes
Director
Office of Head Start

Central Missouri Community Action Grant Summary Sheet

Date	Department(s)	Staff person submitting
June 10, 2010	Head Start	Beth Vossler & Melissa Chambers
Strategic Commitments	All: 1) enhancing community capacity to ensure all individuals have lifelong learning opportunities	

Title:	Early Learning Mentor Coaches-ARRA
Program operation dates:	17 months from grant award
Funding amount:	Requesting \$225,000
Staffing levels:	Potentially 8-10 staff members
Funding Source:	Department of Health and Human Services – Administration for Children and Families – Office of Head Start
Target Population:	Education staff
Counties of Operation:	Audrain, Boone, Callaway, Cole, Cooper, Howard, Moniteau and Osage
Expected number of participants/clients:	552 children/families in Head Start 204 infant/toddlers and pregnant women in Early Head Start 756 = Funded Enrollment
Summary of Program:	Develop a Mentor Coach Model that provides support, training, promote professional development, and model for education staff in order to improve the quality of teaching and will positively impact child outcomes.
Expected Outcomes:	<ol style="list-style-type: none"> 1. Establish relationships with teaching staff and give reflective support/feedback 2. Provide training and technical assistance 3. Provide classroom strategies 4. Coaches will model appropriate strategies for engaging children in interactions designed to improve their vocabularies, content knowledge, and love of learning and persistence 5. Learning environment and teaching practices that positively impact child outcomes
Collaboration with other CMCA programs:	All other programs of CMCA are considered to be integrally important to the success of the Head Start program and, as such, we partner with each of them whenever possible.
Community partners involved:	Local education professionals, universities in the surrounding area, Project Reach

Central Missouri Community Action Grant Summary Sheet

Date presented to board	Department(s)	Staff person submitting
August 2010	Head Start	Beth Vossler

This Grant falls under CMCA Strategic Commitment:

Enhance community capacity to assure all individuals have lifelong learning opportunities

Title:	Head Start Body Start Play Space Grant-Cole East
Program operation dates:	1 year-one time funding
Funding amount:	\$5,000
Staffing levels:	N/A
Funding Source:	Head Start Body Start
Target Population:	Head Start Eligible Children and Families
Counties of Operation:	Cole
Expected number of participants/clients:	Funded enrollment of 80 children for Cole East Head Start
Summary of Program:	<ul style="list-style-type: none"> • Funding for replacement of soft surfacing
Expected Outcomes:	<ul style="list-style-type: none"> • Replace pea gravel with mulch soft surfacing • Safety of children, staff, and parents on the playground
Collaboration with other CMCA programs:	n/a
Community partners involved:	n/a