

Twin Rivers

UNIFIED SCHOOL DISTRICT

3222 Winona Way
North Highlands, CA 95660

Head Start Monthly Report October 2018

Highlights: challenges/successes, enrollment and attendance, on-going monitoring, DRDP-r, self-assessment, PIR, program highlights and significant program changes, expansion updates, etc.

Events

Our Annual Fall Festival was held on October 25th at Morey. The other sites were bussed to Morey for this exciting event that were included carnival games, haywagon ride and a pumpkin patch. Students wore their Halloween costumes and had lots of fun. As the event coincides with the Red Ribbon Week that emphasizes saying no to drugs and leading healthy lives, each classroom decorated their doors with creative anti-drug slogans and participated in mental health lessons related to positive choices. Parents were judges for the doors and assisted with the entire event including the games. The event was well attended including the presence of Sacramento County Office of Education Board Member, Alfred Brown Sr. as our special guest.

Professional Development

On October 10th, the entire ECE department participated in the monthly professional development opportunity at the District Office. The focus of the two-hour session was how to incorporate Science into the preschool curriculum in engaging ways for our youngest learners. During the trainer, the presenter who is the Science Trainer for TRUSD showed the participants a science experiment and the various ways that vocabulary can be introduced through experiments. The next professional development meeting will be on December 12th.

Components

The program is fully staffed with four Community Liaisons, two veteran and two rookie staff. The Community Liaisons are finishing the final families that need to complete the Family Partnership Agreement and starting the tracking of blood lead results, hemoglobin and lead risk. Liaisons continue reviewing the Family section of the student files and are continuing to input the information into Childplus.

Students at all sites have participated in their health screenings which include dental, vision, hearing and blood pressure tests with the Health Component Leaders. The reviewing of students' files for medical concerns as well as data inputting into the Childplus database continues on a daily basis.

Our School Social Worker/Counselor is providing in classroom support to students having challenging behaviors and difficulties adjusting to the classroom environment. The program is continuing the collaboration with CSUS and the internship team has begun social skills groups for students who are having any

behavior difficulties. Our bi-annual Pre-intervention planning meeting occurred for all classrooms the week of October 8th. The multidisciplinary team discussed all students and provided teaching staff with strategies for academic, behaviors and social/emotional development. Referrals were submitted for any students requiring additional assistance from any of the support team.

The Head Start programs has a full-time Speech and Language Pathologists (SLP) who continues to provide speech services to our students with language and/or articulation goals. Currently we have 13 students with IEPs and will hopefully meet our 10% level no later December 2018.

The Education Component Leader continues observations to assist with academic strategies and teacher coaching and support. She is working with the rookie teaching staff on developing classroom routines and getting new students adjusted to the classroom environment.

The ERSEA Component Leaders continue to ensure all sites are fully enrolled and waitlist binders have been created. The Program Design and Management component leaders has begun collecting the staff immunizations and flu information for the requirement per SB 792 and checking the licensing files for all staff.

Policy and Parent Committees

The PC elections occurred for all classrooms and parents were chosen for the 2018-2019 group. The PC training and meet and greet training opportunity was on October 17th and many of the parents were able to attend. Parents were seated on October 24th and the first meeting was held for the Policy Committee. The off sites also held their first meetings on October 8, 9 and 11th and the agenda included the election and selection of Officers and review of September information reports.

Parent Trainings

The classroom parent meetings for October focused on mental health and ways to reduce stress and was facilitated by the Mental Health team. Parents learned tips to keep their stress levels down as well as made bubbles as a stress releasing device.

Fiscal: any information on recent audits, overview of projects and expenditures of ARRA funds as well as basic funds.

Funds are being utilized to get the appropriate supplies based on the CLASS, DRDP-R, ASQ, ASQ-SE and ECERS assessment results.

11/2/2018
10:25 am
MPORTER

Twin Rivers Unified School District

2371 - CACFP Reimbursement Summary

Agency: Twin Rivers Unified School District

Attendance Date: 10/1/2018 - 10/31/2018

Page 1
ChildPlus

Twin Rivers Unified School District

	Operating Days	CACFP Free	CACFP Reduced	CACFP Paid	Breakfast	AM Snack	Lunch	PM Snack	Supper
2018 - 2019 - Early Head Start									
Morey Ave CDC									
1401P	23	8	0	0	0	0	0	0	0
1401Q	23	8	0	0	0	0	0	0	0
Morey Ave CDC	46	16	0	0	0	0	0	0	0
2018 - 2019 - HEAD START									
Morey Ave CDC									
1401R	19	20	0	0	0	0	0	0	0
1401S	19	16	0	0	0	0	0	0	0
1401T	19	20	0	0	0	0	0	0	0
1401V	19	16	0	0	0	0	0	0	0
Morey Ave CDC	76	72	0	0	0	0	0	0	0
Oakdale Preschool									
1402R	19	20	0	0	0	0	0	0	0
Oakdale Preschool	19	20	0	0	0	0	0	0	0
Rio Linda Preschool Center									
1403V	19	24	0	0	0	0	0	0	0
1403W	19	24	0	0	0	0	0	0	0
Rio Linda Preschool Center	38	48	0	0	0	0	0	0	0
Village									
1404V	19	20	0	0	0	0	0	0	0
1404W	19	20	0	0	0	0	0	0	0
Village	38	40	0	0	0	0	0	0	0
2018 - 2019 - STATE PRESCHOOL									
Morey Ave CDC									
1401R	19	4	0	0	0	0	0	0	0
1401S	19	5	0	0	0	0	0	0	0
1401T	19	4	0	0	0	0	0	0	0
1401V	19	4	0	0	0	0	0	0	0
Morey Ave CDC	76	17	0	0	0	0	0	0	0
Twin Rivers Unified School Dist	293	211	0	0	0	0	0	0	0
Report Totals	293	211	0	0	0	0	0	0	0

Monthly Special Education Report

Twin Rivers USD

October 2018

Agency Name

Reporting Month/Year

		IFSP	IEP
A	Cumulative number of children with an IFSP/IEP for the Program Year *	1	13
B	Total number of children enrolled with an active IFSP/IEP	1	13
C	Children with an IFSP/IEP who have dis-enrolled, transferred, or services have been terminated		0
D	Children currently pending		0
E	Future IFSP/IEP Meetings scheduled		9

* (Line B) + (Line C) = Line A

Comments:

Tabitha E. Thompson,
Ed.D

Principal/Head Start Director

November
5, 2018

**Completed by (Print
Name)**

Title

Date

Please complete and submit by the 1st of each month for the previous reporting month.

Email to Laura Moore (SETA Education Coordinator) @ laura.moore@seta.net

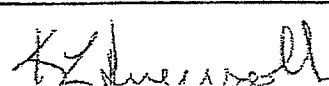
SETA - HEADSTART MONTHLY FISCAL REPORT
1217 Del Paso Blvd., Sacramento CA 95815

Month: October 2018-Head Start

Agreement No.:

Delegate: Twin Rivers Unified School District
Address: 3222 Winona Way
North Highlands, CA 95660

Program: PA 22 BASIC
PA20
PA26
Other:

Cost Item		Actual Expenses		Current Budget	Unexpended Balance
		Current period & adjustments	Cumulative to date		
I.	Personnel	3,421.03	10,263.09	75,296.00	65,032.91
	Fringe Benefits	1,293.38	3,869.22	33,375.00	29,505.78
	Occupancy	0.00	0.00	0.00	0.00
	Staff Travel	0.00	0.00	383.00	383.00
	Supplies	0.00	0.00	1,250.00	1,250.00
	Other	0.00	0.00	2,145.00	2,145.00
	Indirect Costs	8,582.05	24,198.48	74,027.00	49,828.52
	I. Total Administration	13,296.46	38,330.79	186,476.00	148,145.21
	Non-Federal Admin.	0.00	0.00	0.00	0.00
	Total Fed. and Non-Fed. Admin.	13,296.46	38,330.79	186,476.00	148,145.21
II.	a. Personnel	94,468.59	276,990.17	1,015,395.00	738,404.83
	b. Fringe Benefits	37,917.81	114,419.45	426,373.00	311,953.55
	c. Out of State Travel	0.00	0.00	7,267.00	7,267.00
	d. Equipment	0.00	0.00	0.00	0.00
	e. Supplies	0.00	0.00		0.00
	Office Supplies	350.49	633.14	3,750.00	3,116.86
	Child and Family Service Supplies	0.00	360.74	3,800.00	3,439.26
	Food Service Supplies	0.00	0.00	2,000.00	2,000.00
	Medical/Dental/Disabilities/Custodial	499.27	833.73	6,000.00	5,166.27
	Instructional Materials	10,106.68	21,949.27	10,000.00	(11,949.27)
	f. Contractual	0.00	0.00	0.00	0.00
	g. Construction	0.00	0.00	0.00	0.00
	h. Other :	0.00	0.00	0.00	0.00
	Utilities	1,645.22	3,636.65	24,855.00	21,218.35
	Building/Child Liability Insurance	0.00	667.05	1,500.00	832.95
	Building Maint/Repair	0.00	0.00	500.00	500.00
	Local Teachers Travel	1,464.44	1,975.64	2,000.00	24.36
	Nutrition Services	0.00	0.00	10,709.00	10,709.00
	Child Services Consultants	1,900.00	1,900.00	2,000.00	100.00
	Substitutes, if not paid benefits	756.18	1,985.59	2,000.00	14.41
	Parent Services	4,957.46	5,177.06	8,500.00	3,322.94
	Publications/Advertising/Printing	0.00	738.56	2,000.00	1,261.44
	Training or Staff Development	0.00	0.00	1,000.00	1,000.00
	Copy Machine Lease	0.00	734.77	8,000.00	7,265.23
	Membership/Licensing Fees	413.28	655.28	2,000.00	1,344.72
	II. Total Program	154,479.42	432,657.10	1,539,649.00	1,106,991.90
	Non-Federal Program	28,969.71	79,141.04	433,406.00	354,264.96
	Total SETA Costs (I + II)	167,775.88	470,987.89	1,726,125.00	1,255,137.11
		167,775.88	470,987.89	1,726,125.00	1,255,137.11
		0.00	0.00	0.00	0.00
		11-8-18	Vassiliki Vervilos	566-2785, 25130	
Authorized Signature		Date	Prepared By	Phone	

SETA - HEADSTART MONTHLY FISCAL REPORT
1217 Del Paso Blvd., Sacramento CA 95815

Month: October 2018--Early Head Start

Agreement No.:

Delegate: Twin Rivers Unified School District
Address: 3222 Winona Way
North Highlands, CA 95660

Program: PA 22 EHS
PA20
PA26
Other:

	Cost Item	Actual Expenses		Current Budget	Unexpended Balance
		Current period & adjustments	Cumulative to date		
I	Personnel	657.69	2,073.07	13,150.00	11,076.93
	Fringe Benefits	223.31	677.78	5,817.00	5,139.22
A	Occupancy	0.00	0.00	0.00	0.00
D	Staff Travel	0.00	0.00	0.00	0.00
M	Supplies	0.00	0.00	750.00	750.00
I	Other	0.00	0.00	522.00	522.00
N	Indirect Costs	1,360.42	4,137.67	16,580.00	12,442.33
	I. Total Administration	2,241.42	6,888.52	36,819.00	29,930.48
	Non-Federal Admin.	0.00	0.00	0.00	0.00
	Total Fed. and Non-Fed. Admin.	2,241.42	6,888.52	36,819.00	29,930.48
II	a. Personnel	15,396.29	46,987.73	195,890.00	148,902.27
	b. Fringe Benefits	7,049.82	21,102.97	86,648.00	65,545.03
P	c. Out of State Travel	0.00	0.00	1,150.00	1,150.00
R	d. Equipment	0.00	0.00	0.00	0.00
O	e. Supplies	0.00	0.00	0.00	0.00
	Office Supplies	7.08	32.18	2,250.00	2,217.82
	Child and Family Service Supplies	0.00	139.86	4,000.00	3,860.14
	Food Service Supplies	0.00	0.00	2,000.00	2,000.00
	Medical/Dental/Disabilities/Custodial	154.88	229.17	3,000.00	2,770.83
	Instructional Materials	2,023.92	4,907.38	6,000.00	1,092.62
G	f. Contractual	0.00	0.00	0.00	0.00
R	g. Construction	0.00	0.00	0.00	0.00
A	h. Other :	0.00	0.00	0.00	0.00
M	Utilities	0.00	0.00	4,144.00	4,144.00
	Building/Child Liability Insurance	0.00	59.27	500.00	440.73
	Building Maint/Repair	0.00	0.00	500.00	500.00
	Local Teachers Travel	4.70	6.47	500.00	493.53
	Nutrition Services	0.00	0.00	3,405.00	3,405.00
	Child Services Consultants	300.00	300.00	500.00	200.00
	Substitutes, if not paid benefits	0.00	0.00	3,500.00	3,500.00
	Parent Services	442.60	452.41	2,000.00	1,547.59
	Publications/Advertising/Printing	0.00	373.20	200.00	(173.20)
	Training or Staff Development	0.00	0.00	500.00	500.00
	Copy Machine Lease	0.00	65.26	1,000.00	934.74
	Membership/Licensing Fees	36.72	36.72	200.00	163.28
	II. Total Program	25,416.01	74,692.62	317,887.00	243,194.38
	Non-Federal Program	0.00	0.00	90,140.00	90,140.00
	Total SETA Costs (I + II)	27,657.43	81,581.14	354,706.00	273,124.86
		27,657.43	81,581.14	354,706.00	273,124.86
		0.00	0.00	0.00	0.00
<i>K. L. Luzzwell</i> 11-8-18					
Authorized Signature		Date	Prepared By	Vassiliki Vervilos 566-2785, 25130	
				Phone	

SETA - HEADSTART MONTHLY FISCAL REPORT
 1217 Del Paso Blvd., Sacramento CA 95815


Month: October 2018 TTA—Head Start

Agreement No: 17C21751S0

Delegate: Twin Rivers Unified School District
 Address: 3222 Winona Way
 North Highlands, CA 95660

Program: PA 22
 PA20 T&TA
 PA26
 Other:

Cost Item		Actual Expenses		Current Budget	Unexpended Balance
		Current period & adjustments	Cumulative to date		
I	Personnel				
	Fringe Benefits				
A	Occupancy				
D	Staff Travel				
M	Supplies				
I	Other				
N	Indirect Costs				
	I. Total Administration				
	Non-Federal Admin.				
	Total Fed. And Non-Fed. Admin.				
II	a. Personnel				
	b. Fringe Benefits				
P	c. Travel				
R	d. Equipment				
O	e. Supplies				
G	f. Contractual				
R	g. Construction				
A	h. Other: Staff Development	2,064.84	3,827.30	11,700.00	7,872.70
M					
	II. Total Program	2,064.84	3,827.30	11,700.00	7,872.70
	Non-Federal Program				
	Total SETA Costs (I + II)	2,064.84	3,827.30	11,700.00	7,872.70

 Authorized Signature	11-8-18 Date	Vasseliki Vervilos 566-2785, 25130 Prepared By	 Phone
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Monthly Enrollment Report

Agency: TRUSD Month/Year: October 2018

Program	Funded Enrollment	Number of children enrolled on the last day of enrollment	Number of children dropped during month	=	Number of enrolled children reporting for the month	% Actual to Funded Enrollment
Head Start	180	180	3	=	180	100
Early Head Start	16	16	2	=	16	100
EHS-CCP				=		

If Enrollment is below 100%, please indicate the reasons for under-enrollment for each classroom by completing the following page.
What center(s)/class(es) are under-enrolled and why? (include capped classes due to majority 3-year olds, lost waivers, facilities delays, other/explain).

Reminders:

% Actual to Funded = Total # of children enrolled during month divided by Funded Enrollment

Monthly Attendance Report

Agency: TRUSD Month/Year: October 2018

Program	Actual Enrollment	Average Daily Attendance % for Month
Head Start	180	88
Early Head Start	16	88
EHS-CCP		

Reminders:

- Average Daily Attendance = Total Monthly Attendance divided by number of days served.
- ADA divided by Actual Enrollment = ADA percentage
- This is for the entire month (not just the last day of the month)

Example:

EHS-CCP	100	95
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If ADA falls below 85% program-wide – please explain. In doing so, review and analyze the program's attendance data. When responding to why, consider the following guiding questions:

- 1) What stands out for you?
- 2) What questions arise for you?
- 3) What is clear about the data?
- 4) What is confusing about the data?
- 5) Does the data identify program strengths?
- 6) Are there areas that need attention?