

**TWIN RIVERS UNIFIED SCHOOL DISTRICT
BOARD COMMUNICATION**

BC NO. _____
(Board Office Use Only)

CONFIDENTIAL ITEM <small><i>(Check a Box)</i></small>	YES: <input type="checkbox"/>	NO: <input checked="" type="checkbox"/>	DATE: 2/9/2018
From the Office of the Superintendent			
To the Board of Trustees			
Prepared by: <i>(Include name and title)</i> Dr. Tabitha E. Thompson Principal/ Head Start Director		Phone Number: (916) 566-1600 Ext. <u>62101</u>	
Regarding: Head Start Parent Committee Meetings for January 31, 2018			
<p>The purpose of this communication is to update the Board of Trustees on the Head Start Parent Committee Meeting.</p> <p>The TRUSD Head Start Parent Committee meets monthly to review program standards, policies, and procedures of our Head Start preschool program. Federal Head Start program standards require our TRUSD Board of Trustees be kept informed of the details of the agenda items and actions.</p> <p>To review the Agendas, minutes, and attachments from the January 2018 Head Start Parent Committee meetings please go to the Early Childhood Education webpage under Head Start Reports, Oakdale Parent Committee Meeting and the Rio Linda Parent Committee Meeting on January 31, 2018, or use the web address: http://www.twinriversusd.org/depts/ece</p> <p>For questions regarding this report please contact Dr. Tabitha E. Thompson, Principal/ Head Start Director at 916/566-1600 extension 62101</p>			
<p>Approved by: Dr. Steven Martinez, Superintendent: _____ Date: _____</p>			
Page <u>1</u> of <u>1</u>			



Twin Rivers Unified School District
Rio Linda Preschool

Parent Committee Meeting

Wednesday

January 31st @ 8:30 a.m.

All Parents are welcome!

Preschool Room 20

PUBLIC NOTICE

PUBLIC NOTICE

PUBLIC NOTICE

Twin Rivers Unified School District
631 L Street
Rio Linda, CA 95673

Parent Committee Meeting
January 31, 2018
8:30 a.m. – Preschool Room 20

AGENDA

I. Welcome

- A. Call To Order/Roll Call

II. Information Items

- A. Education
- B. ERSEA
- C. Enrollment and Attendance Report
- D. Health
- E. Meal Count reports
- F. Mental Health
- G. Family and Community Partnerships/Parent Involvement
- H. Disabilities
- I. Special Education Report
- J. School Site Council
- K. Fiscal
- L. Update on Oakdale and Rio Linda Preschool Programs
- M. Recruitment for Policy Committee 2017-2018
- N. Black History Month Planning

V. Public Participation

VI. Adjournment

PUBLIC NOTICE

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Twin Rivers Unified School District
631 L Street
Rio Linda, CA 95673

**Parent Committee Meeting
January 31, 2018
8:30 a.m. – Preschool Room 20**

Minutes

I. Welcome

- A. Call To Order/Roll Call *The meeting called to order at 8:30am. Members present included Elizabeth Schoemig, Kelly Pruitt, and Tabitha Thompson (Head Start Director).*

II. Information Items

- A. Education
B. ERSEA
C. Enrollment and Attendance Report
D. Health
E. Meal Count reports
F. Mental Health
G. Family and Community Partnerships/Parent Involvement
H. Disabilities
I. Special Education Report
J. School Site Council
K. Fiscal *Written reports provided to all members and Head Start Director provided verbal information as needed for all items A-K*
L. Update on Oakdale and Morey Avenue Preschool Programs – *Oakdale fully enrolled and Morey Avenue has a few Twilight slots to fill. All programs getting ready for upcoming Federal Review visit during the week of February 5th.*
M. Recruitment for Policy Committee 2017-2018 – *continue to solicit for additional parents to join the group.*
N. Black History Month Planning – *Discussed event details and encouraged parents to participate.*

V. Public Participation

VI. Adjournment – *This meeting was adjourned at 9:12am*

Next Meeting 2/21/2018 @11:00am

Twin Rivers Unified School District

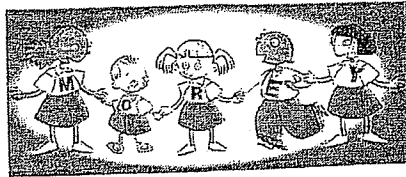
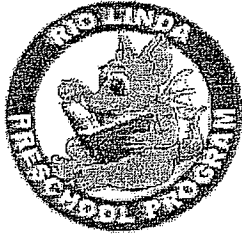
Rio Linda Parent Committee Members Sign-In Sheet/Roll Call Sheet

11/3/18
Date of Meeting

Please Specify

_____ # eligible voting representative
_____ # voting representatives present

PC Members Names	Complex	Signature	Payment
1. Tabitha Thompson	TRUSD	<i>[Signature]</i>	_____
2. Kelly pruit	Rm 20	<i>[Signature]</i>	_____
3. Elizabeth Schoemig	Rm 19	E Schoemig	_____
4.			
5.			
6.			
7.			
8.			
9.			
10.			
11.			
12.			
13.			
14.			
15.			
16.			



Twin Rivers Unified School District Head Start Programs

COMPONENT MONTHLY REPORT

COMPONENT NAME: Leica Jones

MONTH: December 2017

SUCCESSES (details of tasks that are going well within your component area)

Worked with Oakdale December 11, 13,14 impressed the importance of being consistent in setting boundaries for children as well as using proper language to express feelings.

Discussed with Community Liaison plans for parent workshop in January

Talked with teachers about proper handwashing techniques in the classroom

Continued with TCM meetings, talking with teachers about concerns and networking with others to problem solve

Trained teacher on Learning Genie

Trained teacher on Education Folder and necessary documents.

Met with parent regarding her concerns on transition and growth and development of her child. Shared ideas on what she can do to create activities at home that are enjoyable and age appropriate

Will meet with Lyanna Pillazar-Blanco Health Educator Sacramento County Dept. of Health and Human Services to discuss ways to implement concerns about obesity

Created Supply checklist

CHALLENGES (details of tasks that you need to be changed, revised or areas where support is needed)

Become more familiar with Child Plus

Meet with classes consistently for TCM meetings and stress CLASS Action plan to become a part of lesson plan

Continue to pace myself and stay on task

Keep abreast of meetings and inform office of where I will be throughout the day.

Continue to rejoice with the teachers and remind them to look at the big picture

Education Meetings

Continue to record and discuss CLASS Dimensions with teachers who are enrolled in workshop

CURRENT PROJECTS OR TASKS (details of what you are currently working on or anticipate completing within the next month).

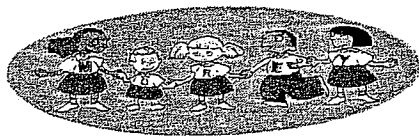
Prepare for parent workshop in January (do necessary research, prepare brochure)

Prepare for Education meeting

Number of screenings completed to date (i.e. dental, vision, ASQ, growth assessments, blood lead, hemo, speech, FPP/FPA, etc): (number should get larger each month as you add new screenings for the current month to the total from last month) 168 DRDPs completed. 170 ASQ's completed

SELF MONITORING/PIR DATA (details of what you have done to self-monitor your component area or starting the tracking process for PIR 2018)

Constantly taking notes, putting due dates into computer and personal tablet



Twin Rivers Unified School District
Head Start Programs
COMPONENT MONTHLY REPORT
COMPONENT NAME: Marci Porter
MONTH: December 2017

SUCCESSSES (details of tasks that are going well within your component area)

1. Able to get attendance info in spite of iPads having a lot of issues.

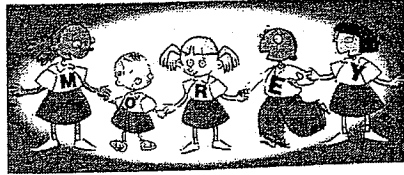
CHALLENGES (details of tasks that you need to be changed, revised or areas where support is needed)

1. iPads not working correctly and consistently. Taking IT a long time to resolve the issue.

CURRENT PROJECTS OR TASKS (details of what you are currently working on or anticipate completing within the next month).

1. Back up for enrolling new students for all three sites.
2. Back up for Kindergarten enrollment.
3. Maintain class rosters in Aeries and ChildPlus (State, Early Head Start and Head Start).
4. Daily attendance and follow up of absences.
5. Distribute attendance letters to students under 85%.
6. Daily staff attendance.
7. Monthly Staff Attendance award certificates.
8. Assist Principal/Director in various projects.
9. General office support to the Office Manager.
10. Create Purchase Requisitions and Request for Direct Payment forms.
11. Process mileage forms for staff.
12. Order/receive/distribute supplies for all centers and staff.
13. Complete Staff Absentee Reports for District Office.
14. Create/distribute notices to students at all centers, as needed.
15. General Front office (answering phones, helping parents and students, etc.).
16. Complete end of the month ADA and Enrollment Report to SETA and TRUSD Budget Analyst
17. Update student information in Aeries, Child Plus, Authorization for Pick Up.
18. File student information into student files.
19. Update staff licensing information.
20. Distribute and collect licensing information for new staff.
21. Schedule/coordinate Fall and Spring picture days.
22. Schedule vendors for on-campus events, puppet shows, critters, etc.
23. Child Plus data entry for Education / Disabilities.
24. Supporting teachers with Child Plus Attendance App.
25. Update and revise ERSEA Binder as needed.
26. Update and revise Policies and Procedures Binder.
27. Update and revise Written Area Service Plan.
28. Assisting with Enrollment for new Twilight Classroom.

SELF MONITORING/PIR DATA: Checked component partner (Nutrition) student files and observed lunch meal in Room 9.



Twin Rivers Unified School District
Head Start Programs
COMPONENT MONTHLY REPORT
COMPONENT NAME: Zer Yang
MONTH: December 2017

SUCCESSSES (details of tasks that are going well within your component area)

- Hmong New Year

CHALLENGES (details of tasks that you need to be changed, revised or areas where support is needed)

- Student binders and accepted dates.

CURRENT PROJECTS OR TASKS (details of what you are currently working on or anticipate completing within the next month).

- Have families in dual program to sign additional state papers.
- Oakdale binder check
- Filing up open slots
- States students waivers
- Filing loose papers
- Students Recruitment calls

Number of screenings completed to date (i.e. dental, vision, ASQ, growth assessments, blood lead, hemo, speech, FPP/FPA, etc): (number should get larger each month as you add new screenings for the current month to the total from last month) _____

SELF MONITORING/PIR DATA (details of what you have done to self-monitor your component area or starting the tracking process for PIR 2018)

- File Check and Childplus

**Sacramento County Head Start/Early Head Start
Monthly Enrollment Report
December 2017
Head Start/EHS**

Agency	Funded Enrollment	(a) Last Day of Month Enrollment	(b) % Actual to Funded	Average Daily Attendance for Month %
Elk Grove USD	440			
Sacramento City USD	1,211			
SETA	1,988			
San Juan USD	668			
Twin Rivers USD	180 (40 slots for Village not filled as not opening until April 2018)	167 16 slots dually funded at Morey 11 slots Twilight program started December 13, 2017 *remaining 13 slots will be filled by January 2018*	100%	88%
WCIC/Playmate	120			
Total	4,660			

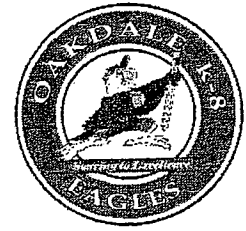
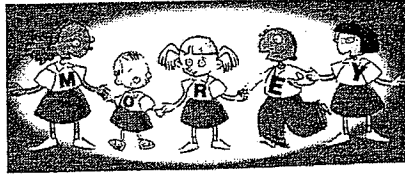
Early Head Start

Agency	Funded Enrollment	(a) Last Day of Month Enrollment	(b) % Actual to Funded	Average Daily Attendance for Month %
Sacramento City USD	144			
SETA	377			
San Juan USD	160			
Twin Rivers USD	16	16	100%	75% 4 students absent on the last day
Total	681			

EHS-CC Partnership/Expansion

Agency	Funded Enrollment	(a) Last Day of Month Enrollment	(b) % Actual to Funded	Average Daily Attendance for Month %
Kinder World	36			
Sacramento City USD	40			
SETA/Job Corps.*	4			
Total	80			

(a) Includes children who have dropped during the month and whose slot will be filled within the 30 day allowable period.



Twin Rivers Unified School District
 Head Start Programs
 COMPONENT MONTHLY REPORT
 COMPONENT NAME: Health
 MONTH: December 2017

SUCCESSSES

- Student with medical concerns have been followed-up and medication, if needed, is in the classroom.
- New Morey and Rio Linda students have received hearing, vision, and blood pressure screenings.
- Morey Ave, Rio Linda, and Oakdale students who failed their hearing and/or vision exam have been rescreened.
- New student information has been entered into Child Plus.
- Physical and dental exam reminder notices have been sent to parents.

CHALLENGES

- Some parents are having difficulty getting dental and physical exam appointments due to insurance changes or availability with their medical providers.
- Some parents need several reminders to return Dental and/or Physical exams.
- Universal medical form usage needs to be implemented between Headstart programs and First 5 preschools.

CURRENT PROJECTS OR TASKS

- Student health information, such as physicals, dentals, hearing and vision screening results, immunizations and other health information will be recorded in Child Plus.
- Follow-up with parents for students needing updated Physical and/or Dental exams. Provide assistance scheduling appts. or connecting with medical providers as needed.
- Health screenings (vision, hearing, blood pressure) for newly enrolled students.

NUMBER OF SCREENINGS COMPLETED TO DATE:

Morey

Vision 5
 Hearing 6

Rio Linda

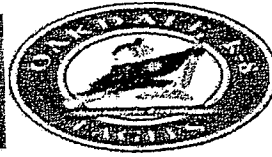
Vision 49
 Hearing 49
 Blood Pressure 49
 Dental Screenings 41

Oakdale

Dental Screenings 18

SELF MONITORING/PIR DATA

- Screening information is being tracked to be entered into Child Plus.
- I notify parents in advance when health information is needed.
- I check individual student files to ensure all information has been entered into their file or Child Plus.



Twin Rivers Head Start Programs
COMPONENT MONTHLY REPORT

COMPONENT NAME: Health **December**

SUCSESSES(details of tasks that are going well within your component a

1. Twilight\Health info put into childplus
 2. New Students hearing and vision screenings are done
- CHALLENGES** (details of tasks that you need to be changed, revised or areas where support is needed)

1. 30 Month Physicals for Toddlers
 2. Waiting on new enrollees to be put into Child Plus so I can put info in.
- CURRENT PROJECTS OR TASKS** (details of what you are currently working on or anticipate completing within the next month)

1. Education Self Assessment
2. Inputting into Child Plus
3. Matching cp with child file
4. Filing of Health forms
5. Following up on dental – annual physicals
6. New student health screenings
- 7.

SELF MONITORING/PIR DATA (details of what you have done to self monitor your component area or starting the tracking process for PIR 2015)

1. File checks
2. Child Plus Reports
3. File review
4. Meeting District - Seta

SCREENINGS (number of screenings completed during the month) _____

See attached

Attachments (component meeting agenda, sign in sheets, minutes, self assessment tracking sheets (i.e. file checklists, observations, student list, etc)

due to Mrs. Tabitha by 1st of each month

Twin River Unified School District

2371 - CACFP Reimbursement Summary

Program Term: Head Start 2017 - 2018, Agency: Twin River Unified School District

Attendance Date: 12/1/2017 - 12/20/2017

Twin River Unified School District

	Operating Days	CACFP Free	CACFP Reduced	CACFP Paid	Breakfast	AM Snack	Lunch	PM Snack	Supper
Head Start 2017 - 2018									
Morey Ave CDC									
1402A-AM	11	20	0	0	201	0	201	201	0
1402C-AM	11	24	0	0	216	0	216	216	0
1402E-AM	11	20	0	0	190	0	190	190	0
1402G-AM	11	24	0	0	219	0	219	219	0
1402H-PM	5	9	0	0	0	0	42	42	0
Morey Ave CDC	49	97	0	0	826	0	868	868	0
Oakdale Preschool									
1405A-AM	11	20	0	0	200	0	200	200	0
Oakdale Preschool	11	20	0	0	200	0	200	200	0
Rio Linda Preschool Center									
1406A-AM	11	24	0	0	219	0	219	219	0
1406C-AM	11	24	0	0	227	0	227	227	0
Rio Linda Preschool Center	22	48	0	0	446	0	446	446	0
Twin River Unified School Distri	82	165	0	0	1,472	0	1,514	1,514	0
Report Totals	82	165	0	0	1,472	0	1,514	1,514	0

1/11/2018
 10:45 am
 MPorter

Twin River Unified School District

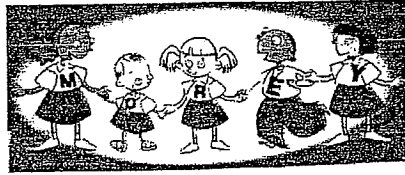
2371 - CACFP Reimbursement Summary

Program Term: Early Head Start 2017 - 2018, Agency: Twin River Unified School District

Attendance Date: 12/1/2017 - 12/20/2017

Twin River Unified School District

	Operating Days	CACFP Free	CACFP Reduced	CACFP Paid	Breakfast	AM Snack	Lunch	PM Snack	Supper
Early Head Start 2017 - 2018									
Morey Ave CDC									
14100	14	8	0	0	90	0	90	90	0
1410P	14	8	0	0	97	0	97	97	0
Morey Ave CDC	28	16	0	0	187	0	187	187	0
Twin River Unified School Distri	28	16	0	0	187	0	187	187	0
Report Totals	28	16	0	0	187	0	187	187	0



Twin Rivers Unified School District
Head Start Programs
COMPONENT MONTHLY REPORT
COMPONENT NAME: Mental Health
MONTH: December

SUCSESSES (details of tasks that are going well within your component area)

- Completion of Pre-Sap meetings
- Pre-SAP's and paperwork completed by teachers and filed appropriately
- Positive feedback regarding ice breaking completed during staff meetings
- Winter gift exchange completed
- Completion and results given of Second Step data
- Wrapping up the first half of social skills groups
- Thanksgiving potluck success

CHALLENGES (details of tasks that you need to be changed, revised or areas where support is needed)

- Finding time to monitor and manage students from three different schools effectively
- Provide individualized behavior modifications while servicing the needs of all students.
- Being able to serve Oakdale and Rio Linda with more hours

CURRENT PROJECTS OR TASKS (details of what you are currently working on or anticipate completing within the next month).

- Self-Assessment checklist
- Monitoring review of ASQ screeners
- Providing weekly social skills lessons to identify students.
- Parent meeting
- Planning the next 8 weeks of social skills groups

SELF MONITORING/PIR DATA (details of what you have done to self-monitor your component area or starting the tracking process for PIR)

- Blue Folders for individuals teachers and classrooms
- Excel spreadsheet
- Weekly file checklist



Twin Rivers Unified School District Head Start Programs

COMPONENT MONTHLY REPORT

COMPONENT NAME: Christina Southivilay

MONTH: December

SUCSESSES (details of tasks that are going well within your component area)

- Parent meeting at all three site
- FPA follow up
- Prepping for Winter fest
- Twilight light program
-

CHALLENGES (details of tasks that you need to be changed, revised or areas where support is needed)

- Signature from parents
- Hemo and blood results
- Meeting parents for FPA
- Winter Fest details
- Winterfest schedule
- Creating an igloo for winter fest

CURRENT PROJECTS OR TASKS (details of what you are currently working on or anticipate completing within the next month).

- Planning MLK and Black history month
- Parent meeting/ Parent appreciation week
- Following up with Hemo and Blood Lead
- Getting parents reminder notices for hemo and blood
- Changing out parent boards for December
- Nutrition in the classroom
- Getting up to date with the state students
- Getting into all student files
- Inputting FPP and FPA into child plus.

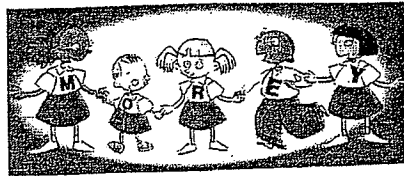
Number of screenings completed to date (i.e. dental, vision, ASQ, growth assessments, blood lead, hemo, speech, FPP/FPA, etc): (number should get larger each month as you add new screenings for the current month to the total from last month) _____

- FPP = 38/44
- Blood_Lead = 32/44
- Hemoglobin = 35/44
- Growth Assessment=42/44

- Lead risk assessment=44/44
- TB Risk assessment=43/44
- FPA= 41/44
- FPA 1st round follow-up=28/44
- FPA 2nd round follow-up = 6/44

SELF MONITORING/PIR DATA (details of what you have done to self-monitor your component area or starting the tracking process for PIR 2018)

- Child plus
- Students tracking list



Twin Rivers Unified School District Head Start Programs

COMPONENT MONTHLY REPORT

COMPONENT NAME: Elizeth Jaimes-Cornejo

MONTH: December 2017

SUCCESSSES (details of tasks that are going well within your component area)

- ✓ Morey, RL, Oakdale parent meetings
- ✓ Winter Fest
- ✓ FPA's

CHALLENGES (details of tasks that you need to be changed, revised or areas where support is needed)

Collecting parent signatures

- ✓ Winter Fest planning
- ✓ Collecting parent signatures
- ✓ Learning CL duties
- ✓ Attending TCMs

CURRENT PROJECTS OR TASKS (details of what you are currently working on or anticipate completing within the next month).

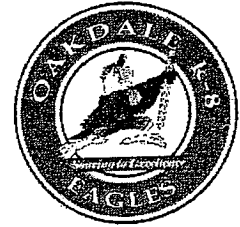
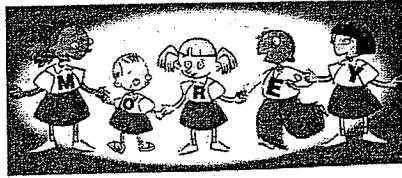
- ✓ Winterfest
- ✓ Change parent boards for January
- ✓ Nutrition classroom activities
- ✓ Prepping for January parent meetings
- ✓ Black History Month

Number of screenings completed to date (i.e. dental, vision, ASQ, growth assessments, blood lead, hemo, speech, FPP/FPA, etc): (number should get larger each month as you add new screenings for the current month to the total from last month) _____

- ✓ FPP 38/38
- ✓ Blood Lead 15/38
- ✓ Hemoglobin 31/38
- ✓ Growth Assessment 20/38
- ✓ FPA's 22/38
- ✓ FPA 1st Follow-up 23/38
- ✓ FPA 2nd Follow-up 26/38
- ✓ TB Risk Assessment 38/38
- ✓ Lead Risk Assessment 38/38

SELF MONITORING/PIR DATA (details of what you have done to self-monitor your component area or starting the tracking process for PIR 2018)

- ✓ Student tracking list



Twin Rivers Unified School District
Head Start Programs
COMPONENT MONTHLY REPORT
COMPONENT NAME: Tashamarie Brewer
MONTH: December 2017

SUCSESSES (details of tasks that are going well within your component area)

- Hemo and Blood Lead
- Talking with families
- Parent Meeting
- Learning Community Liaison Duties (Continuing)

CHALLENGES (details of tasks that you need to be changed, revised or areas where support is needed)

- Getting orders in on a timely matter
- Getting to the Team Collaboration meetings all of them
- More time at Rio Linda

CURRENT PROJECTS OR TASKS (details of what you are currently working on or anticipate completing within the next month).

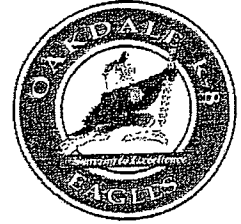
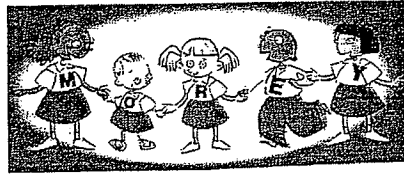
- Parent Meeting
- Winter Fest

Number of screenings completed to date (i.e. dental, vision, ASQ, growth assessments, blood lead, hemo, speech, FPP/FPA, etc): (number should get larger each month as you add new screenings for the current month to the total from last month) _____

- FPP: 68/68
- HEMO: 46/68
- BLOOD LEAD: 42/68
- LEAD RISK ASSESSMENTS: 65/68
- GROWTH ASSESSMENT: 68/68
- FPA: 64/68

SELF MONITORING/PIR DATA (details of what you have done to self-monitor your component area or starting the tracking process for PIR 2018)

- Tracking Sheet
- ChildPlus



Twin Rivers Unified School District
Head Start Programs
COMPONENT MONTHLY REPORT
COMPONENT NAME: Ashley M. Jones
MONTH: December 2017

SUCSESSES (details of tasks that are going well within your component area)

- Nutrition Activity
- Parent Meeting
- Learning Community Liaison Duties

CHALLENGES (details of tasks that you need to be changed, revised or areas where support is needed)

- Winterfest
- Getting to the Team Collaboration meetings

CURRENT PROJECTS OR TASKS (details of what you are currently working on or anticipate completing within the next month).

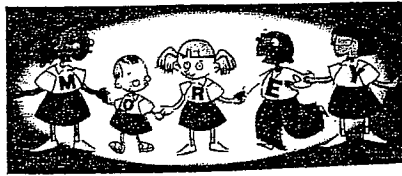
- Parent Meeting
- Winter Fest

Number of screenings completed to date (i.e. dental, vision, ASQ, growth assessments, blood lead, hemo, speech, FPP/FPA, etc): (number should get larger each month as you add new screenings for the current month to the total from last month) _____

- FPP:
- HEMO:
- BLOOD LEAD:
- LEAD RISK ASSESSMENTS:
- GROWTH ASSESSMENT:
- FPA:

SELF MONITORING/PIR DATA (details of what you have done to self-monitor your component area or starting the tracking process for PIR 2018)

- Tracking Sheet
- ChildPlus



Twin Rivers Unified School District Head Start Programs

COMPONENT MONTHLY REPORT

COMPONENT NAME: Nina Sandhu

MONTH: December 2017

		IFSP	IEP
A	Cumulative number of children with an IFSP/IEP for the Program Year *	0	19
B	Total number of children enrolled with an active IFSP/IEP	0	19
C	Children with an IFSP/IEP who have dis-enrolled, outside agency transfer, or services have been terminated	0	0
D	Children currently pending	1	0
E	Future IFSP/IEP Meetings scheduled	0	3

SUCSESSES (details of tasks that are going well within your component area)

- Keeping a log of all the screeners that I have completed of students qualifying, not qualifying and needing to be rescreened.
- Writing daily notes of all the children I see daily for speech and language services.

CHALLENGES (details of tasks that you need to be changed, revised or areas where support is needed)

- Trying to finish all the speech and language reports and SEIS paperwork for 3 initials coming up and 5 triennials/transitions.

CURRENT PROJECTS OR TASKS (details of what you are currently working on or anticipate completing within the next month).

- Assessing kids whose parents have signed the assessment plan for speech and language
- Finishing speech and language reports for initials, triennials and transitions coming up

Number of screenings completed to date (i.e. dental, vision, ASQ, growth assessments, blood lead, hemo, speech, FPP/FPA, etc): (number should get larger each month as you add new screenings for the current month to the total from last month): 14 speech and language screeners.

SELF MONITORING/PIR DATA (details of what you have done to self-monitor your component area or starting the tracking process for PIR 2018)

- Keeping up to date on my excel sheet of current students with active IEP's.
- Have daily logs with children I have been servicing for speech and language, also written which disability they are under.
- Keeping a screening log, as well as a log that lets me know which students are qualifying or not qualifying, and which students need to be rescreened.

- (b) If enrollment is less than 100%, agency includes corrective plan of action.
- (c) Average Daily Attendance for month, excluding Home Based



Monthly Special Education Report

Twin Rivers USD

December 2017

Agency Name

Reporting Month/Year

		IFSP	IEP
A	Cumulative number of children with an IFSP/IEP for the Program Year *	0	19
B	Total number of children enrolled with an active IFSP/IEP		19
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		2

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

Comments:

Tabitha E. Thompson, Ed.D

Principal/Head Start Director

December 19, 2017

Completed by (Print Name)

Title

Date

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

Email to Alexis Briggs (SETA Education Coordinator) @ Alexis.Briggs@seta.net

TWIN RIVERS UNIFIED SCHOOL DISTRICT
Head Start Programs
August 1, 2017 through July 31, 2018

Head Start Basic

This program is housed at the Morey Avenue Child Development Center (155 Morey Avenue) and Oakdale (3708 Myrtle Avenue) and Rio Linda (631 L Street) sites.

Morey Avenue Child Development Center—Funding affords this Center the opportunity to offer a high quality program for children from 2 years 9 months to 6 years old and to uphold the Head Start philosophy of serving both the child and the family. This program provides services to 72 children. These services include the staffing of both certificated (teachers, social worker, speech therapist) and classified personnel (assistants, custodial and clerical), the purchase of instructional materials and supplies, the experiences of student assemblies and field trips, the payment of policy council reimbursements for child care and mileage, the printing of test results and handbooks delivered to staff and the family and the health screenings of children.

Oakdale—This site serves 20 children. Funding is used to staff the site, to purchase instructional materials and supplies, to expose children to as many experiences as possible through student assemblies and/or field trips, to print a variety of forms needed to communicate to the child's family and staff and to conduct health screenings.

Rio Linda Elementary—This site serves 48 children. Funding is used to staff the site, to purchase instructional materials and supplies, to expose children to as many experiences as possible through student assemblies and/or field trips, to print a variety of forms needed to communicate to the child's family and staff and to conduct health screenings.

Early Head Start (EHS)

This program is housed at the Morey Avenue Child Development Center (155 Morey Avenue).

Morey Avenue Child Development Center—Funding affords this Center the opportunity to offer a high quality program for children from 24 to 36 months old and to uphold the Head Start philosophy of serving both the child and the family. This program provides services to 16 children. These services include all of the details noted above under the Head Start Basic section.

Head Start Training and Technical Assistance

Funding has been allocated by the Federal government for training provided by the NCECE Conference, California Head Start Conference, safety regulations (including CPR training) and Twin Rivers Pre-K staff development day.

Duration

The award of this grant provides with increased service hours and days for Head Start students. The increased services for students will permit the classroom size to consist of up to 24 students with 1 teacher and 2 teacher assistants daily. This revised teaching model will ensure that every student is provided individualized support and the classroom environment is equipped to ensure all students' needs both academically and socially are met. The revised teaching model further ensures the appropriate planning and collaboration time for teaching staff to develop lesson plans, classroom activities and collect the necessary evidence for the various assessments to monitor student progress. Start-up funds received in FY 2016/17 will be used to purchase a portable to place at Village Elementary that will provide services to 40 students.

**Head Start (HS),
Early Head Start (EHS),
Head Start Training and Technical Assistance (HS and EHS) and
Duration**

Fiscal Reports

December 2017

The following is a brief description of the dollar amounts reported on each fiscal report--

1. Actual Expenses—Current Period and Adjustments—Expenses incurred during December 2017.
2. Actual Expenses—Cumulative to Date—Summary of expenses from August 1, 2017 through July 31, 2018.
3. Current Budget—Amount budgeted for each cost item.
4. Unexpended Balance--Amount remaining to be spent during this grant period (Current Budget less Cumulative to Date Expenses).

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

Month: December 2017--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	3,366.62	16,875.28	50,696.00	33,820.72
Fringe Benefits	1,173.78	5,921.80	17,188.00	11,266.20
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	1,750.00	1,750.00
I Other	0.00	0.00	2,145.00	2,145.00
N Indirect Costs	6,320.27	33,877.82	75,640.00	41,762.18
I. Total Administration	10,860.67	56,674.90	147,419.00	90,744.10
Non-Federal Admin.	0.00	0.00	0.00	0.00
Total Fed. and Non-Fed. Admin.	10,860.67	56,674.90	147,419.00	90,744.10
II. a. Personnel	74,654.16	402,838.92	1,122,900.00	720,061.08
b. Fringe Benefits	26,628.27	144,840.57	345,026.00	200,185.43
P c. Out of State Travel	0.00	0.00	5,000.00	5,000.00
R d. Equipment	0.00	0.00	0.00	0.00
O e. Supplies	0.00	0.00	0.00	0.00
Office Supplies	863.09	4,045.61	5,250.00	1,204.39
Child and Family Service Supplies	0.00	3,289.35	3,800.00	510.65
Food Service Supplies	0.00	0.00	3,000.00	3,000.00
Medical/Dental/Disabilities/Custodial	707.58	885.12	6,000.00	5,114.88
Instructional Materials	4,470.50	19,579.93	10,000.00	(9,579.93)
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	1,168.67	6,422.21	24,855.00	18,432.79
Building/Child Liability Insurance	0.00	726.32	1,500.00	773.68
Building Maint/Repair	0.00	0.00	500.00	500.00
Local Teachers Travel	704.53	1,711.30	2,000.00	288.70
Nutrition Services	1,359.20	5,750.46	10,709.00	4,958.54
Child Services Consultants	0.00	3,059.85	2,000.00	(1,059.85)
Substitutes, if not paid benefits	126.62	254.66	2,000.00	1,745.34
Parent Services	1,371.88	6,616.47	8,500.00	1,883.53
Publications/Advertising/Printing	15.19	458.70	2,000.00	1,541.30
Training or Staff Development	0.00	1,232.10	1,000.00	(232.10)
Copy Machine Lease	0.00	1,619.54	8,000.00	6,380.46
Membership/Licensing Fees	0.00	655.28	2,000.00	1,344.72
II. Total Program	112,069.69	603,986.39	1,566,040.00	962,053.61
Non-Federal Program	59,549.54	184,737.96	430,240.00	245,502.04
Total SETA Costs (I + II)	122,930.36	660,661.29	1,713,459.00	1,052,797.71
	122,930.36	660,661.29		1,052,797.71
	0.00	0.00		0.00
<i>K. Zingales</i>	1-878	Vasseliki Vervilos	566-1600, 66859	
Authorized Signature	Date	Prepared By	Phone	

DELEGATE Twin Rivers Unified School District
 HEAD START/EARLY HEAD START
 IN-KIND REPORT
 FOR THE MONTH ENDING December 2017

SOURCES OF IN-KIND	Current Month		Total Y-T-D	
	Admin	Prog	Admin	Prog
PARENT VOLUNTEERS (Hours x Rate)				-
Parent Volunteer Hours--October		2,179.35		2,179.35
Parent Volunteer Hours--November		1,133.51		1,133.51
				-
				-
PERSONNEL & BENEFITS (Describe outside funding State Preschool)		31,566.46		131,777.17
				-
				-
				-
OCCUPANCY (Location and Method of Valuation)				-
				-
				-
				-
SUPPLIES AND SERVICES (List item(s), Donor & Val State Preschool)		4,025.35		22,229.72
				-
				-
				-
OTHER (Describe in detail)				-
State Preschool Indirect	2,487.61		9,260.95	-
Social Worker Volunteer Interns--Sept-Dec 5, 2017		18,157.26	-	18,157.26
				-
				-
TOTAL	2,487.61	57,061.93	9,260.95	175,477.01
		59,549.54		184,737.96

SIGNATURE *K. Longwell* 1-878

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

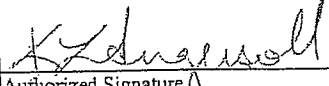
Month: December 2017--Early Head Start

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 A D M I N	Personnel	643.51	1,930.58	12,692.00	10,761.42
	Fringe Benefits	198.76	601.92	6,306.00	5,704.08
	Occupancy	0.00	0.00	0.00	0.00
	Staff Travel	0.00	0.00	0.00	0.00
	Supplies	0.00	0.00	300.00	300.00
	Other	0.00	0.00	305.00	305.00
	Indirect Costs	1,520.86	6,158.57	15,963.00	9,804.43
	I. Total Administration	2,363.13	8,691.07	35,566.00	26,874.93
	Non-Federal Admin.	0.00	0.00	0.00	0.00
Total Fed. and Non-Fed. Admin.	2,363.13	8,691.07	35,566.00	26,874.93	
II P R O G R A M	a. Personnel	18,756.05	71,824.14	223,631.00	151,806.86
	b. Fringe Benefits	7,225.84	29,882.39	76,202.00	46,319.61
	c. Out of State Travel	0.00	0.00	0.00	0.00
	d. Equipment	0.00	0.00	0.00	0.00
	e. Supplies	0.00	0.00	0.00	0.00
	Office Supplies	75.38	267.05	900.00	632.95
	Child and Family Service Supplies	100.45	1,165.84	1,200.00	34.16
	Food Service Supplies	0.00	0.00	1,200.00	1,200.00
	Medical/Dental/Disabilities/Custodial	153.78	1,462.97	2,000.00	537.03
	Instructional Materials	16.91	3,322.03	1,000.00	(2,322.03)
	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	0.00	33.10	2,695.00	2,661.90
	Building/Child Liability Insurance	0.00	0.00	300.00	300.00
	Building Maint/Repair	0.00	4.70	100.00	95.30
	Local Teachers Travel	3.04	14.43	500.00	485.57
	Nutrition Services	406.25	1,741.11	1,000.00	(741.11)
	Child Services Consultants	0.00	0.00	1,000.00	1,000.00
	Substitutes, if not paid benefits	149.70	149.70	500.00	350.30
	Parent Services	179.07	715.26	2,000.00	1,284.74
	Publications/Advertising/Printing	151.35	269.81	200.00	(69.81)
	Training or Staff Development	0.00	0.00	500.00	500.00
	Copy Machine Lease	0.00	205.23	500.00	294.77
	Membership/Licensing Fees	0.00	36.72	200.00	163.28
	II. Total Program	27,217.82	111,094.48	315,628.00	204,533.52
	Non-Federal Program	1,988.43	68,142.15	89,261.00	21,118.85
	Total SETA Costs (I + II)	29,580.95	119,785.55	351,194.00	231,408.45
		29,580.95	119,785.55		231,408.45
		0.00	0.00		0.00


1-818
Vasseliki Vervilos 566-1600, 66859
 Authorized Signature () Date Prepared By Phone

DELEGATE Twin Rivers Unified School District
 HEAD START/EARLY HEAD START
 IN-KIND REPORT
 FOR THE MONTH ENDING December 2017

Early Head Start

SOURCES OF IN-KIND	Current Month		Total Y-T-D	
	Admin	Prog	Admin	Prog
PARENT VOLUNTEERS (Hours x Rate)				-
Parent Volunteer Hours--October		375.75		375.75
				-
				-
				-
PERSONNEL & BENEFITS (Describe outside funding)				-
				-
				-
				-
OCCUPANCY (Location and Method of Valuation)				-
				-
				-
				-
SUPPLIES AND SERVICES (List item(s), Donor & Value)				-
General Fund				66,153.72
				-
				-
				-
				-
OTHER (Describe in detail)				-
Social Worker Volunteer Interns--Sept-Dec 5, 2017		1,612.68	-	1,612.68
				-
				-
				-
TOTAL	-	1,988.43	-	68,142.15
		1,988.43		68,142.15

SIGNATURE *K. Zingales*
 DATE 1-8-18


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

Month: December-17

Agreement No:

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

Program: Duration Carryover

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	0.00	0.00	11,230.00	11,230.00
b. Fringe Benefits	0.00	0.00	3,767.00	3,767.00
P c. Travel	0.00	0.00	0.00	0.00
R d. Equipment	0.00	18,692.16	80,000.00	61,307.84
O e. Supplies	84.00	24,708.41	24,000.00	(708.41)
G f. Contractual	0.00	0.00	0.00	0.00
R g. Construction	418.00	33,940.54	500,000.00	466,059.46
A h. Other: Staff Development	0.00	0.00	0.00	0.00
M II. Total Program	502.00	77,341.11	618,997.00	541,655.89
Non-Federal Program	0.00	18,970.00	154,750.00	135,780.00
Total SETA Costs (I + II)	502.00	77,341.11	618,997.00	541,655.89
				
Authorized Signature		Date: 1-8-18	Prepared By: Vassiliki Vervilos 566-1600,66859	Phone

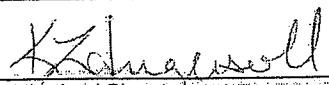
SETA - HEADSTART MONTHLY FISCAL REPORT
 1217 Del Paso Blvd., Sacramento CA 95815

Month: December 2017 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	100.00	1,437.92	7,500.00	6,062.08
M.				
II. Total Program	100.00	1,437.92	7,500.00	6,062.08
Non-Federal Program				
Total SETA Costs (I + II)	100.00	1,437.92	7,500.00	6,062.08
 1-8-18 Vasseliki Vervilos 566-1600,66859				
Authorized Signature		Date	Prepared By	Phone

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

Month: December 2017 TTA--Early 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				
D e. Supplies				
G f. Contractual				
R g. Construction				
A h. Other: Staff Development	0.00	144.16	5,852.00	5,707.84
M				
II. Total Program	0.00	144.16	5,852.00	5,707.84
Non-Federal Program				
Total SETA Costs (I + II)	0.00	144.16	5,852.00	5,707.84
Authorized Signature		Date	Prepared By	Phone
		1-8-18	Vasseliki Vervilos	566-1600,66859