

**TWIN RIVERS UNIFIED SCHOOL DISTRICT  
BOARD COMMUNICATION**

BC NO. \_\_\_\_\_  
(Board Office Use Only)

<b>CONFIDENTIAL ITEM</b> <i>(Check a Box)</i>	YES: <input type="checkbox"/>	NO: <input checked="" type="checkbox"/>	DATE: 11/3/2017
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 October 18th and October 19th 2017			
<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 out 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 October 2017 Head Start Parent Committee meetings please go to the Early Childhood Education webpage under Head Start Reports, Oakdale Parent Committee Meeting, October 18th and the Rio Linda Parent Committee Meeting on October 19th, 2017, or use the web address: <a href="http://www.twinriversusd.org/depts/ece">http://www.twinriversusd.org/depts/ece</a></p> <p>For questions regarding this report please contact Dr. Tabitha E. Thompson, Principal/ Head Start Director at 916/566-1600 extension 62101</p>			
<b>Approved by:</b> Dr. Steven Martinez, Superintendent: _____		Date: _____	
Page <u>1</u> of <u>1</u>			



Twin Rivers Unified School District  
Rio Linda Preschool

Parent Committee Meeting

Thursday

October 19th @ 12:30 p.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  
October 19, 2017  
12:30 p.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 report
- F. Mental Health
- G. Family and Community Partnerships/Parent Involvement/Nutrition
- H. Disabilities
- I. Special Education Report
- J. School Site Council
- K. Fiscal
- L. Update of Oakdale program and Morey Avenue program
- M. Fall Festival

**III. Public Participation**

**IV. Adjournment**

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

Parent Committee Meeting  
October 19, 2017  
12:30 p.m. – Preschool Room 20

## **Minutes**

### **I. Welcome**

A. Call To Order/Roll Call – *No quorum. No parents attended.*

### **II. Information Items**

- A. Education
- B. ERSEA
- C. Enrollment and Attendance Report
- D. Health
- E. Meal Count report
- F. Mental Health
- G. Family and Community Partnerships/Parent Involvement/Nutrition
- H. Disabilities
- I. Special Education Report
- J. School Site Council
- K. Fiscal
- L. Update of Oakdale program and Morey Avenue program
- M. Fall Festival

### **III. Public Participation**

### **IV. Adjournment**

Twin Rivers Unified School District

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

10/19/17  
Date of Meeting

Please Specify  
\_\_\_\_\_ # eligible voting representative  
\_\_\_\_\_ # voting representatives present

PC Members Names	Complex	Signature	Payment
1. <i>Tabitha E. Thompson</i>	<i>TRUSD</i>	<i>[Signature]</i>	
2.			
3.			
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: September 2017

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

Teacher interaction and communication  
Working successfully with ASQ and ASQ-SE on app.  
Fine motor workshop with parents  
Becoming more confident with ins and outs of Learning Genie  
Working ahead, pacing myself

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

Become more familiar with Child Plus  
Communicate with administration team in order to form a more cohesive and team oriented environment  
Meet with classes consistently for TCM meetings to get the gist of environment and individual teaching styles  
Pace myself and stay on task.

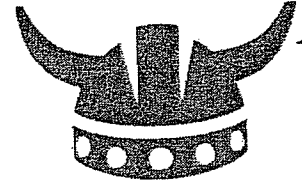
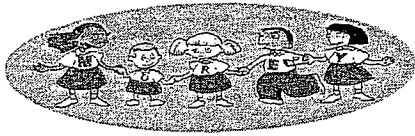
**CURRENT PROJECTS OR TASKS** (details of what you are currently working on or anticipate completing within the next month).

Stay with teachers regarding DRDP's which is due Oct 5  
Work with Oakdale and Rio Linda on IDP  
CLASS Dimension Sessions Oct 6  
CLASS Training-Oct 3-4  
Teachers Pyramid Oct 20

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) 220 DRDP's by October 5

**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: September 2017

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

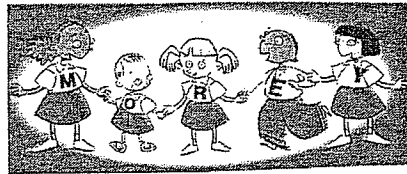
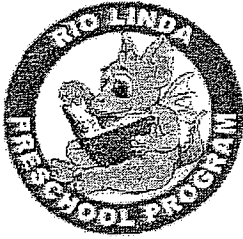
1. All processes are going well with attendance.

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

**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. Maintaining class rosters in Aeries for State and Early Head Start and Head Start students.
4. Daily attendance and follow up of absences.
5. Give attendance letters to students under 85%.
6. Daily staff attendance.
7. Monthly Staff Attendance award certificates.
8. Assisting Principal/Director in various projects.
9. General office support to the Office Manager.
10. Creating Purchase Requisitions and Request for Direct Payment forms.
11. Processing mileage forms for staff.
12. Ordering, receiving and distributing supplies for center and staff.
13. Completing Staff Absentee Reports to send to District Office.
14. Creating notices and distributing to all students, as needed.
15. Front office (answering phones, helping parents and students, etc.).
16. End of the month ADA and Enrollment Report to SETA.
17. Updating student information in Aeries, Child Plus, Emergency Cards, Authorization for Pick Up.
18. Filing student information into student files.
19. Updating staff licensing information.
20. Distributing and collecting licensing forms for new staff.
21. Scheduling and coordinating Fall and Spring picture days.
22. Scheduling 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. Updating and revising ERSEA Binder
26. Updating and revising Policies and Procedures Binder

**SELF MONITORING/PIR DATA:** Updating data for re-enrolled students and making sure all PIR info is input when entering new students; monthly file checks.



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

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

- Transfer of toddlers to preschool has been very smooth.
- 

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

- Filling in the open slots. Parent are not showing up on appointments
- Understanding of procedure on intake of children of with disability

**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.
- Waiver Binders
- Rio Linda binder check
- Drop files needs to be organize
- Section 1 and 9 in binders need to be switch out
- Filing up open slots

**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)



**Sacramento County Head Start/Early Head Start  
Monthly Enrollment Report  
September 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 January 2018)	137/140	100%	84.3%
WCIC/Playmate	120			
<b>Total</b>	<b>4,660</b>			

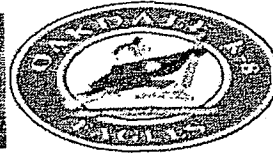
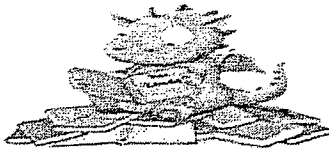
**Early Head Start**

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%	87%
<b>Total</b>	<b>681</b>			

**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			
<b>Total</b>	<b>80</b>			

- (a) Includes children who have dropped during the month and whose slot will be filled within the 30 day allowable period.  
 (b) If enrollment is less than 100%, agency includes corrective plan of action.  
 (c) Average Daily Attendance for month, excluding Home Based



## Twin Rivers Head Start Programs COMPONENT MONTHLY REPORT

COMPONENT NAME: \_\_\_\_\_ **Health September**

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

1. Hearing Screenings for Morey
2. Sent 31<sup>st</sup> day Physical and Dental notices
3. Blood Pressures for all three schools.
4. Vision Screenings
- 5.

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

1. 30 Month Physicals for Toddlers

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

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

**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 1<sup>st</sup> of each month\*\*\*



Twin Rivers Unified School District  
 Head Start Programs

COMPONENT MONTHLY REPORT

COMPONENT NAME: Health

MONTH: October 2017

*September*

**SUCCESSSES**

- Student with medical concerns have been followed-up and medication, if needed, is in the classroom.
- Most students at Rio Linda passed their vision exam.
- Morey Ave, Rio Linda, and Oakdale students who failed their hearing and/or vision exam have been rescreened.
- Parents have been compliant in returning dental and/or physical exams.
- Morey Avenue students had hearing screenings with the Center for Hearing Van and dental screenings with Dr. Saladin
- Smile Keepers provided dental varnishing for Morey Ave students.
- Immunization reports have been submitted to appropriate agency.

**CHALLENGES**

- Some parents are having difficulty getting dental and physical exam appointments due to insurance changes or availability with their medical providers.
- 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.
- Rio Linda Preschool and Oakdale Preschool will have dental vanishings by Smile Keepers.

**NUMBER OF SCREENINGS COMPLETED TO DATE:**

Rio Linda

Vision	<u>45</u>
Hearing	<u>46</u>
Blood Pressure	<u>45</u>
Dental Screenings	<u>41</u>

**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.

10/4/2017  
 7:58 am  
 MPorter

## Twin River Unified School District

2371 - CACFP Reimbursement Summary  
 Program Term: State preschool 2017-2018, Agency: Twin River Unified School District  
 Attendance Date: 9/1/2017 - 9/29/2017

Twin River Unified School District

	Operating Days	CACFP Free	CACFP Reduced	CACFP Paid	Breakfast	AM Snack	Lunch	PM Snack	Supper
State preschool 2017-2018									
Morey Ave CDC									
1402A-AM	15	4	0	0	58	0	58	58	0
1402C-AM	15	4	0	0	60	0	60	60	0
1402E-AM	15	4	0	0	43	0	43	43	0
1402G-AM	16	4	0	0	56	0	56	56	0
Morey Ave CDC	61	16	0	0	217	0	217	217	0
Twin River Unified School Distri	61	16	0	0	217	0	217	217	0
Report Totals	61	16	0	0	217	0	217	217	0

## Twin River Unified School District

2371.-CACFP Reimbursement Summary  
Program Term: Head Start 2017 - 2018, Agency: Twin River Unified School District  
Attendance Date: 9/1/2017 - 9/29/2017

Twin River Unified School District

	Operating Days	CACFP Free	CACFP Reduced	CACFP Paid	Breakfast	AM Snack	Lunch	PM Snack	Supper
<b>Head Start 2017 - 2018</b>									
<b>Morey Ave CDC</b>									
1402A-AM	15	17	0	0	209	0	209	209	0
1402C-AM	15	20	0	0	258	0	258	258	0
1402E-AM	15	15	0	0	189	0	189	189	0
1402G-AM	16	19	0	0	268	0	268	268	0
<b>Morey Ave CDC</b>	<b>61</b>	<b>71</b>	<b>0</b>	<b>0</b>	<b>924</b>	<b>0</b>	<b>924</b>	<b>924</b>	<b>0</b>
<b>Oakdale Preschool</b>									
1405A-AM	15	20	0	0	275	0	275	275	0
<b>Oakdale Preschool</b>	<b>15</b>	<b>20</b>	<b>0</b>	<b>0</b>	<b>275</b>	<b>0</b>	<b>275</b>	<b>275</b>	<b>0</b>
<b>Rio Linda Preschool Center</b>									
1406A-AM	15	23	0	0	321	0	321	321	0
1406C-AM	17	23	0	0	311	0	311	311	0
<b>Rio Linda Preschool Center</b>	<b>32</b>	<b>46</b>	<b>0</b>	<b>0</b>	<b>632</b>	<b>0</b>	<b>632</b>	<b>632</b>	<b>0</b>
<b>Twin River Unified School Distri</b>	<b>108</b>	<b>137</b>	<b>0</b>	<b>0</b>	<b>1,831</b>	<b>0</b>	<b>1,831</b>	<b>1,831</b>	<b>0</b>
<b>Report Totals</b>	<b>108</b>	<b>137</b>	<b>0</b>	<b>0</b>	<b>1,831</b>	<b>0</b>	<b>1,831</b>	<b>1,831</b>	<b>0</b>

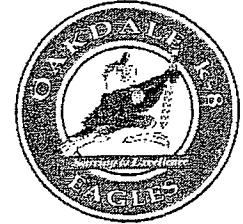
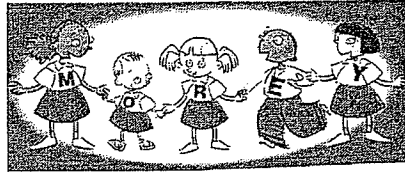
10/4/2017  
 7:59 am  
 MPorter

## Twin River Unified School District

2371: CACFP Reimbursement Summary  
 Program Term: Early Head Start 2017 - 2018, Agency: Twin River Unified School District  
 Attendance Date: 9/1/2017 - 9/29/2017

Twin River Unified School District

	Operating Days	CACFP Free	CACFP Reduced	CACFP Paid	Breakfast	AM Snack	Lunch	PM Snack	Supper
<b>Early Head Start 2017 - 2018</b>									
<b>Morey Ave CDC</b>									
14100	20	8	0	0	132	0	132	132	0
1410P	20	8	0	0	146	0	146	146	0
Morey Ave CDC	40	16	0	0	278	0	278	278	0
Twin River Unified School Distri	40	16	0	0	278	0	278	278	0
<b>Report Totals</b>	40	16	0	0	278	0	278	278	0



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

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

- Rolling out and successful screening of the ASQ online
- Intern support in classroom needing the most support
- Positive PIP meetings for all teaching staff
- Collaboration with new support staff members (speech and inclusion)
- Ability to meet with staff regarding concerns between 2-4

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

- Daily support in classrooms with the most need
- Ability to supervise inters at different levels of capability while meeting with their advisers
- Ordering supplies and having them arrive in a timely manner
- Having all support staff members be able to participate at case staffing's and PIP meetings

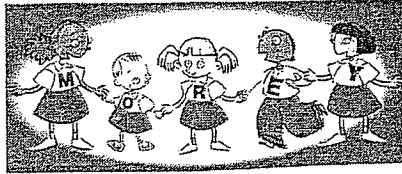
**CURRENT PROJECTS OR TASKS** (details of what you are currently working on or anticipate completing within the next month).

- Planning of Red Ribbon Week
- Beginning of social skills groups
- Planning of home visits
- Planning of events to include more male involvement
- Parent meeting for Mental Health
- Support in classrooms daily

**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) 163 (ASQ – SE)

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

- Blue folders in every classroom
- Self Check forms



Twin Rivers Unified School District  
Head Start Programs  
COMPONENT MONTHLY REPORT  
COMPONENT NAME: Elizeth Jaimes-Cornejo  
MONTH: September 2017

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

- ✓ Morey, RL, Oakdale Back to school night
- ✓ Morey, RL, Oakdale Parent Meetings.
- ✓ Collecting parent signatures for parent committee elections.
- ✓ Planning for Harvest Festival.
- ✓ Assembly Awards.

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

- ✓ Collecting parent signatures for parent committee elections.
- ✓ Getting hemo/blood lead results.
- ✓ Not having the Harvest Festival materials has been difficult.
- ✓ Hayride schedule

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

- ✓ Harvest festival planning.
- ✓ Parent Meetings planning.
- ✓ FPA's.
- ✓ Follow up with hemo/blood lead notices.
- ✓ Coat and costume donations.
- ✓ Nutrition classroom activities.
- ✓ Change parent boards for October.

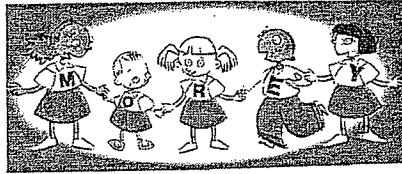
**Number of screenings completed to date** (i.e. dental, vision, ASQ, growth assessments, blood lead, hemo, speech, FPP/FPA, etc): (number should get larger each month as you add new screenings for the current month to the total from last month) \_\_\_\_\_

- ✓ FPP 22/22
- ✓ Blood Lead 12/22
- ✓ Hemoglobin 21/22

**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
- ✓ Child plus





## Twin Rivers Unified School District Head Start Programs

COMPONENT MONTHLY REPORT

COMPONENT NAME: Christina Southivilay

MONTH: September

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

- Rio Linda and Morey back to school
- Completed PC election
- Toddler and Preschool award assembly
- Parent meetings
- Planning harvest festival
- Picture day

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

- Special diet
- Getting Hemo and Blood lead result
- FPA
- Hayride schedule

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

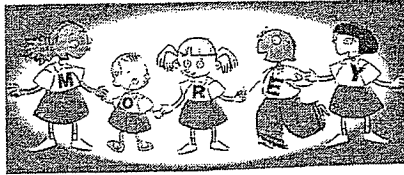
- Planning harvest festival
- Parent meeting
- FPA
- Following up with Hemo and Blood Lead
- Getting parents reminder notices for hemo and blood
- Changing out parent boards for next month
- Collecting coats and costumes
- Nutrition in the classroom

**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 = 42/42
- Blood Lead = 30/42
- Hemoglobin = 33/42

**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: Tashamarie Brewer  
MONTH: September 2017

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

- BTSN
- Getting community agencies
- Microphone ready for BTSN
- Learning Community Liaison Duties (Continuing)

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

- Getting community agencies to respond in 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):

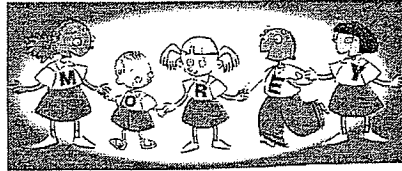
- Harvest Festival
- Ordering for Harvest Festival

**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: 41/68
- BLOOD LEAD: 37/68
- LEAD RISK ASSESSMENTS: 68/68

**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: Anna Gaona Botello  
MONTH: September, 2017

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

- Completed Parent Policy Committee elections
- Parent Meetings at all three sites were a success
- Back to School Night events went great
- Award Assemblies
- Harvest Festival event's planning is near completion

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

- Obtaining votes and signatures for Policy Committee
- Obtaining missing Hemoglobin and/or Blood Lead results from parents
- Getting the required material and supplies for the Harvest Festival
- Finding parents to volunteer for Picture Day

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

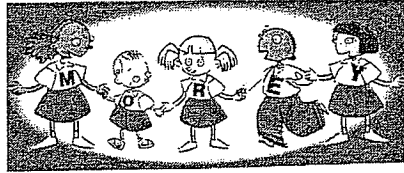
- Finalize the details and activities for the Harvest Festival event
- Obtain missing Water Play forms
- Complete the Volunteer Opportunities for Parents forms
- Finish entering Blood Lead, Hemoglobin, and Lead Assessment information on ChildPlus

**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: 28/28
- Blood Lead: 14/26
- Hemoglobin: 16/26

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

- ChildPlus
- Student Tracking List



**Twin Rivers Unified School District  
Head Start Programs**

COMPONENT MONTHLY REPORT  
COMPONENT NAME: Nina Sandhu  
MONTH: September 2017

		IFSP	IEP
A	Cumulative number of children with an IFSP/IEP for the Program Year *	0	18
B	Total number of children enrolled with an active IFSP/IEP	0	18
C	Children with an IFSP/IEP who have dis-enrolled, outside agency transfer, or services have been terminated	0	0
D	Children currently pending	0	0
E	Future IFSP/IEP Meetings scheduled	0	2

\*One of the future IEP meetings scheduled is pending for the student who is on the waitlist; however is on an IEP already.

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

- Push-in services have been going great.
- All the teachers and staff have been great and very welcoming.

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

- Going to 3 different sites can be a challenge, but I feel like it is becoming better.

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

- Screening kinder kids as necessary
- Assessing kids that failed screeners (kinder)

**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): 3 screeners for Kindergarten. Waiting on the ASQ's to begin screeners of preschoolers.

**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.



# Monthly Special Education Report

Twin Rivers USD

September 2017

**Agency Name**

**Reporting Month/Year**

		IFSP	IEP
A	Cumulative number of children with an IFSP/IEP for the Program Year *	0	18
B	Total number of children enrolled with an active IFSP/IEP		18
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

September 29, 2017

**Completed by (Print Name)**

**Title**

**Date**

Please complete and submit by the 1<sup>st</sup> of each month for the previous reporting month.

Email to Alexis Briggs (SETA Education Coordinator) @ [Alexis.Briggs@seta.net](mailto: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**

**September 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 September 2017.
2. Actual Expenses—Cumulative to Date—Head Start Basic and Head Start Training and Technical Assistance--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

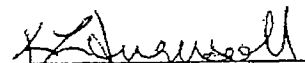
Month: September 2017--Head Start

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	3,457.37	6,914.74	50,696.00	43,781.26
Fringe Benefits	1,190.29	2,388.81	17,188.00	14,799.19
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
T Other	0.00	0.00	2,145.00	2,145.00
N Indirect Costs	6,947.06	13,289.31	75,640.00	62,350.69
<b>I. Total Administration</b>	<b>11,594.72</b>	<b>22,592.86</b>	<b>147,419.00</b>	<b>124,826.14</b>
Non-Federal Admin.	0.00	0.00	0.00	0.00
<b>Total Fed. and Non-Fed. Admin.</b>	<b>11,594.72</b>	<b>22,592.86</b>	<b>147,419.00</b>	<b>124,826.14</b>
II. a. Personnel	86,232.74	165,956.76	1,122,900.00	956,943.24
b. Fringe Benefits	31,280.82	60,014.93	345,026.00	285,011.07
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
Office Supplies	1,090.51	1,251.12	5,250.00	3,998.88
Child and Family Service Supplies	0.00	0.00	3,800.00	3,800.00
Food Service Supplies	0.00	0.00	3,000.00	3,000.00
Medical/Dental/Disabilities/Custodial	0.00	177.54	6,000.00	5,822.46
Instructional Materials	1,347.76	1,781.53	10,000.00	8,218.47
C 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	331.26	2,208.06	24,855.00	22,646.94
Building/Child Liability Insurance	726.32	726.32	1,500.00	773.68
Building Maint/Repair	0.00	0.00	500.00	500.00
Local Teachers Travel	161.70	161.70	2,000.00	1,838.30
Nutrition Services	940.99	940.99	10,709.00	9,768.01
Child Services Consultants	0.00	0.00	2,000.00	2,000.00
Substitutes, if not paid benefits	128.04	128.04	2,000.00	1,871.96
Parent Services	1,266.18	1,266.18	8,500.00	7,233.82
Publications/Advertising/Printing	413.17	413.17	2,000.00	1,586.83
Training or Staff Development	1,232.10	1,232.10	1,000.00	(232.10)
Copy Machine Lease	(550.72)	460.22	8,000.00	7,539.78
Membership/Licensing Fees	0.00	242.00	2,000.00	1,758.00
<b>II. Total Program</b>	<b>124,600.87</b>	<b>236,960.66</b>	<b>1,566,040.00</b>	<b>1,329,079.34</b>
Non-Federal Program	28,616.41	53,919.60	430,240.00	376,320.40
<b>Total SETA Costs (I + II)</b>	<b>136,195.59</b>	<b>259,553.52</b>	<b>1,713,459.00</b>	<b>1,453,905.48</b>
		259,553.52		1,453,905.48
		0.00		0.00


10-9-17
Vassiliki 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 September 2017

SOURCES OF IN-KIND	Current Month		Total Y-T-D	
	Admin	Prog	Admin	Prog
PARENT VOLUNTEERS (Hours x Rate)				-
				-
				-
				-
				-
PERSONNEL & BENEFITS (Describe outside funding State Preschool)		22,053.69	-	43,657.79
				-
				-
				-
OCCUPANCY (Location and Method of Valuation)				-
				-
				-
				-
				-
SUPPLIES AND SERVICES (List item(s), Donor & Val State Preschool)		5,014.42		7,344.48
				-
				-
				-
OTHER (Describe in detail) State Preschool Indirect	1,548.30		2,917.33	-
				-
				-
				-
<b>TOTAL</b>	<b>1,548.30</b>	<b>27,068.11</b>	<b>2,917.33</b>	<b>51,002.27</b>
		<b>28,616.41</b>		<b>53,919.60</b>

SIGNATURE *K. Ingusell*  
 DATE 10-9-17

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

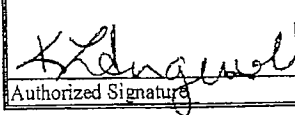
Month: September 2017—Early Head Start

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 Personnel	0.00	0.00	12,692.00	12,692.00
Fringe Benefits	0.00	0.00	6,306.00	6,306.00
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	300.00	300.00
J Other	0.00	0.00	305.00	305.00
N Indirect Costs	1,068.08	1,999.10	15,963.00	13,963.90
<b>I. Total Administration</b>	<b>1,068.08</b>	<b>1,999.10</b>	<b>35,566.00</b>	<b>33,566.90</b>
Non-Federal Admin.	0.00	0.00	0.00	0.00
<b>Total Fed. and Non-Fed. Admin.</b>	<b>1,068.08</b>	<b>1,999.10</b>	<b>35,566.00</b>	<b>33,566.90</b>
<b>II.</b>	<b>12,955.09</b>	<b>24,629.89</b>	<b>223,631.00</b>	<b>199,001.11</b>
a. Personnel	12,955.09	24,629.89	76,202.00	65,637.29
b. Fringe Benefits	5,386.39	10,564.71	0.00	0.00
P c. Out of State Travel	0.00	0.00	0.00	0.00
R d. Equipment	0.00	0.00	0.00	0.00
O e. Supplies	0.00	0.00	0.00	0.00
Office Supplies	4.63	4.63	900.00	895.37
Child and Family Service Supplies	135.39	135.39	1,200.00	1,064.61
Food Service Supplies	0.00	0.00	1,200.00	1,200.00
Medical/Dental/Disabilities/Custodial	0.00	24.38	2,000.00	1,975.62
Instructional Materials	856.70	1,066.79	1,000.00	(66.79)
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	33.10	33.10	2,695.00	2,661.90
Building/Child Liability Insurance	0.00	0.00	300.00	300.00
Building Maint/Repair	4.70	4.70	100.00	95.30
Local Teachers Travel	0.00	0.00	500.00	500.00
Nutrition Services	281.25	281.25	1,000.00	718.75
Child Services Consultants	0.00	0.00	1,000.00	1,000.00
Substitutes, if not paid benefits	0.00	0.00	500.00	500.00
Parent Services	0.00	0.00	2,000.00	2,000.00
Publications/Advertising/Printing	36.72	36.72	200.00	163.28
Training or Staff Development	0.00	0.00	500.00	500.00
Copy Machine Lease	12.38	102.22	500.00	397.78
Membership/Licensing Fees	0.00	0.00	200.00	200.00
<b>II. Total Program</b>	<b>19,706.35</b>	<b>36,883.78</b>	<b>315,628.00</b>	<b>278,744.22</b>
Non-Federal Program	0.00	16,828.22	89,261.00	72,432.78
<b>Total SETA Costs (I + II)</b>	<b>20,774.43</b>	<b>38,882.88</b>	<b>351,194.00</b>	<b>312,311.12</b>
				0.00


10-9-17
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 September 2017

Early Head Start

SOURCES OF IN-KIND	Current Month		Total Y-T-D	
	Admin	Prog	Admin	Prog
PARENT VOLUNTEERS (Hours x Rate)				-
				-
				-
				-
				-
PERSONNEL & BENEFITS (Describe outside funding)				-
				-
				-
				-
				-
OCCUPANCY (Location and Method of Valuation)				-
				-
				-
				-
				-
SUPPLIES AND SERVICES (List Item(s), Donor & Val)				-
General Fund				16,828.22
				-
				-
				-
				-
OTHER (Describe in detail)				-
				-
				-
				-
<b>TOTAL</b>	-	-	-	16,828.22

16,828.22

SIGNATURE *[Handwritten Signature]*  
 DATE 10-9-17

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

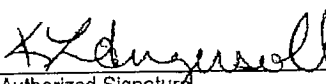
Month: September-17

Agreement No:

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

Program: Duration

	Cost Item	Actual Expenses		Current Budget	Unexpended Balance
		Current period & adjustments	Cumulative to date		
I A D M I N	Personnel				
	Fringe Benefits				
	Occupancy				
	Staff Travel				
	Supplies				
	Other				
	Indirect Costs				
	<b>I. Total Administration</b>				
Non-Federal Admin.					
<b>Total Fed. And Non-Fed. Admin.</b>					
II P R O G R A M	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
	c. Travel	0.00	0.00	0.00	0.00
	d. Equipment	0.00	18,692.16	80,000.00	61,307.84
	e. Supplies	0.00	24,624.41	24,000.00	(624.41)
	f. Contractual	0.00	0.00	0.00	0.00
	g. Construction	0.00	33,522.54	500,000.00	466,477.46
	h. Other: Staff Development	0.00	0.00	0.00	0.00
	<b>II. Total Program</b>	0.00	76,839.11	618,997.00	542,157.89
	<b>Non-Federal Program</b>	0.00	18,970.00	154,750.00	135,780.00
<b>Total SETA Costs (I + II)</b>	0.00	76,839.11	618,997.00	542,157.89	


10-9-17
Vassiliki Vervilos 566-1600,66859  
 Authorized Signature                      Date                      Prepared By                      Phone

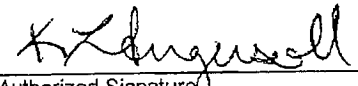
**SETA - HEADSTART MONTHLY FISCAL REPORT**  
 1217 Del Paso Blvd., Sacramento CA 95815

Month: September 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				
<b>I. Total Administration</b>				
<b>Non-Federal Admin.</b>				
<b>Total Fed. And Non-Fed. Admin.</b>				
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	8.16	8.16	5,852.00	5,843.84
M				
<b>II. Total Program</b>	8.16	8.16	5,852.00	5,843.84
<b>Non-Federal Program</b>				
<b>Total SETA Costs (I + II)</b>	8.16	8.16	5,852.00	5,843.84
				
Authorized Signature	Date	Prepared By	Phone	
	10-9-17	Vasselki Vervilos	566-1600,66859	

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

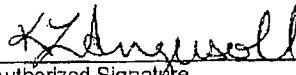
Month: September 2017 TTA--Head Start

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				
Other				
N. Indirect Costs				
<b>I. Total Administration</b>				
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	385.92	385.92	7,500.00	7,114.08
M.				
<b>II. Total Program</b>	385.92	385.92	7,500.00	7,114.08
Non-Federal Program				
<b>Total SETA Costs (I + II)</b>	385.92	385.92	7,500.00	7,114.08

	10-9-17	Vasseliki Vervilos 566-1600,66859
Authorized Signature	Date	Prepared By Phone