



1135 Cimarron Dr. | Lafayette, CO 80026 | 303-441-3980
2802 Dagny Way | Lafayette, CO 80026 | 303-441-3980
2675 Mapleton Ave. | Boulder, CO 80304 | 303-441-3980
2850 Mapleton Ave. | Boulder, CO 80301 | 303-441-3980

Boulder County Head Start
Monthly Report to Boulder County Board of Commissioners and Policy Council
December 14, 2023
Boulder County Courthouse 3rd Floor and The Dagny School
AGENDA

1. Policy Council Updates

- Policy Council voted in the Policy Council chair, co-chair, secretary, and treasurer. There are currently 10 members with representation from all 4 sites.
- The group learned how to use Robert's Rules of Order to conduct a meeting.
- Reviewed timeline for approving Boulder County Head Start's Policies and Procedures.
- Reviewed the Deficiency, Non-Compliance, and Under enrollment notices, as well as the upcoming FA2 monitoring review.

2. Meal Service – October

- Total Meals delivered: 6257
- Total meals served: 3886
- BVSD October Invoice for Meals: \$16,970.04
- CACFP Reimbursement: \$12,468.38
- BCHS Cost for Meals: \$4,501.67
- Head Start student meals are covered by [CACFP](#) with any difference in reimbursement due to student absences from the classroom.

3. Report: Enrollment & Attendance (19 School Days in October)

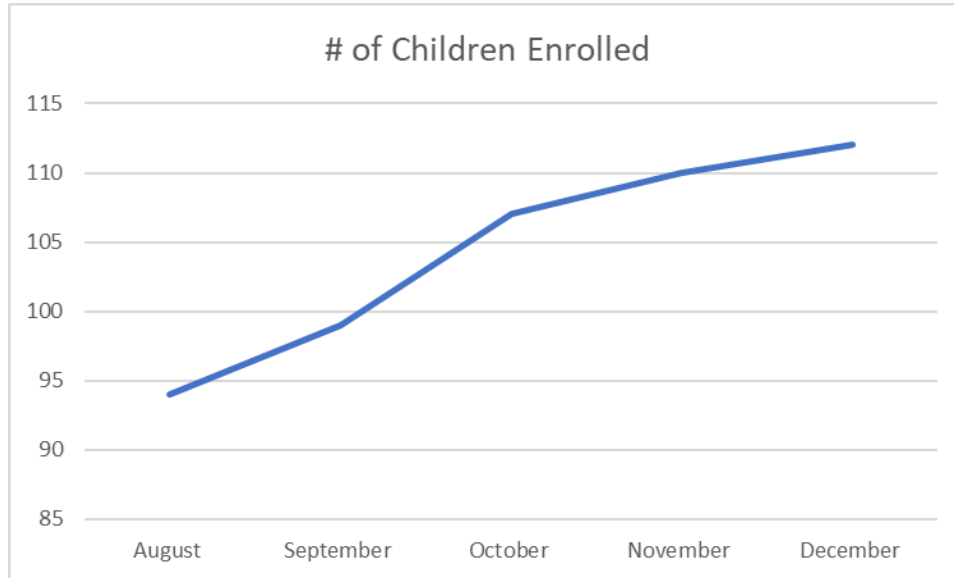
- Overall Program Attendance: 87%
- Dagny (Lafayette): 86%
- Woodlands (Boulder): 89%
- Sunflower (Boulder): 86%
- Violeta (Boulder): 87%

4. Overall Program Enrollment

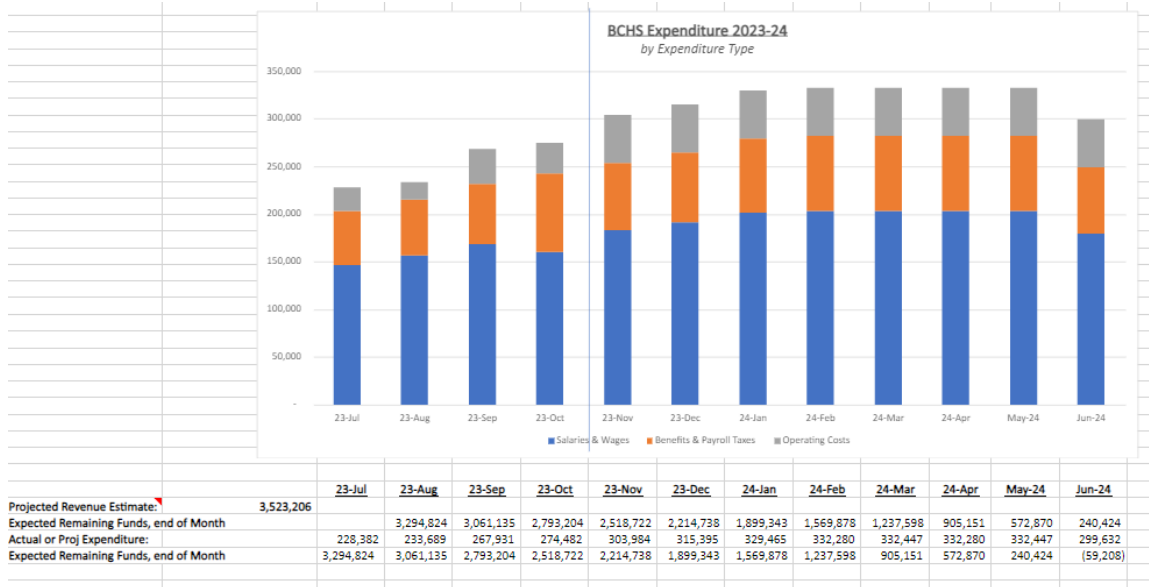
- Overall Program Slots Available: 134
- October 2023 Enrollment: 106
- November 2023 Enrollment: 110
- Current December Enrollment: 112(subject to change)



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5. Monthly Budget - Grant Year Ends June 30, 2024



6. Ongoing Monitoring & Communication (Regional & OHS, BOCC, and Policy Council)

- The Regional team observed the program and provided feedback from their visit on November 1, 2023. The Regional team will return on December 19 to observe in classrooms again and interview staff regarding steps taken to correct the Discipline Deficiency.



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- Discipline Deficiency QUIP – the plan was submitted with supporting documentation on December 11, 2023.
- Active Supervision CAP – the request for an extension of the corrective action period was approved and extended to April 16, 2024.
- The Regional team suggested we send small BCHS teams to visit other Head Start programs who received similar Active Supervision notices during leadership transitions, and recovered well. The exemplar programs are in Billings, MT; Monte Vista, CO; and Pierre, SD. We will be discussing this strategy for correction in our next IST (leadership) meeting.
- FEIP – the six-month check-in meeting with OHS, to review action steps toward meeting full enrollment is scheduled for January 16, 2024.
- December 6, 2023, PMI Meeting – the BOCC received the plan to approve new Policies and Procedures over the next seven months, with a request to approve (and sign) the plan during the December 12 Business Meeting. The monthly process of approving all BCHS Policies and Procedures for the program will be completed by July 2024.
- The FA2 – federal monitoring review may be the week of January 29, 2024, if we receive our notice this week.
- CLASS Reviews will begin January 3rd. Each classroom will submit a one-hour video to be assessed for high quality programming.