# Consent Agenda Items for August 23, 2022 Policy Council Meeting

**Policy Council Member Instructions:** 

Please review the information in this packet. If you have any questions or need clarification on any item, please contact the person identified on the report or this attached sheet. The goal is to have all questions answered prior to the Policy Council meeting so we can approve all items together. Thank you.

## **Summary of Consent Agenda Items**

Items	For questions or clarification, contact:
Minutes from the last meeting	Amy Schmidt, 417-438-9187
Hiring of New Employees	Contact the Supervisor Listed
Budget Report, Food Program Report, Credit	Kathy Miller, 417-627-2006
Card Report, Office of Head Start	
Correspondence	
Enrollment, Waiting Lists, Attendance reports	Amy Schmidt, 417-438-9187

\*\* Additional Items included in packet:

Communicable & Contagious Disease Policy

Accident and Injury Policy

REMINDER: OUR MEETING ON AUGUST 23<sup>RD</sup> WILL BE IN-PERSON AT NORTH JOPLIN HEAD START, 1200 N. MAIN, JOPLIN MO. 417-781-4497



# Head Start Prenatal - 5 Program Policy Council Meeting



Date:

July 26,2022

Time:

6:33 p.m.

Location:

Google Meet

Call to Order: Leisa Harnar, Head Start Director, called the meeting to order at 6:33 PM.

Roll call: Ashley Dickenson, Family Engagement Specialist

Policy Council Members Present: Amia Warren, Crissy Belkanp, Chantelle Single, ,Brittnay Combs

**Staff Members Present**: Amy Schmidt, Leisa Harnar, Kathy Miller, Ashley Dickenson, Kelly Creech, Jenae Polok, Kandi Griffith

#### **Item For Approval:**

**1. Approval of April's Meeting Minutes:** A motion was made by Chantelle Single to approve the June meeting minutes. Brittany Combs Seconded the motion. There were no objections, so the motion passed.

**2.**Consent Agenda Items (Enrollment/Wailtists/Attendance Reports, Budgets, In-kind, New Hires): A Motion was made by Crissy Belnap to approve the Consent Agenda items. The motion was seconded by Chantell Singel. There were no objections, so the motion passed.

#### Items For Review:

- 1. School Readiness Report (EHS Home Based): Leisa Harnar shared the assessment results for the EHS home based program. The program met their goal for each child's development to be at or above 90% of the expected level for their age. Leisa also highlighted the partnership between EHS and LovinGrace- a home for young women who are pregnant or parenting.
- 2. School Readiness Report (EHS Child Care): Jenae Polok presented the EHS Child Care school readiness results for 2021-2022. The Goal is for all children to be at 90% or above for each developmental area. Jenae shared that EHS struggled to meet those goals this year. She shared that they have implemented several strategies to help increase these results this coming year. EHS Teachers and partners have been provided with more training on language and math. Classrooms have also been provided more math materials and resources. Staff will also be participating in an 6 hour Conscious Discipline training with a National CD Trainer. Another strategy that has been implemented is the hiring of Kendra Howe as a Curriculum Specialist. She will be available to work with teachers in a one on one setting.
- 3. Enrollment Update: Amy Schmidt, Enrollment Coordinator shared current numbers for the upcoming year. We have 568 out of 505 slots selected which leave 37 slots open. We are continuing to receive applications and recruit for this coming school year.

Board Liaison Report: Leisa Harnar Shared information from the June 2022 Agency Board Meeting.

#### **Director's Report:**

- Lamar EHS update: We are continuing to work on Licensing the building for EHS. We are in the
  4th week of not having children in the building. Crossland Construction has been providing
  services at no cost and the City of Lamar has been very supportive and helpful in the process.
- 2. Staff are training and preparing for the First day.

- 3. Resignations and Open Positions: We have had some teachers resign and we are working to fill all open positions.
- 4. Onboarding and Retention or employees: We have developed a plan for onboarding new staff and retaining them long term. We want to keep staff connected and supported throughout their employment. We also have a plan for retention payments to staff who have been employed since 2020 and paying health insurance during their Summer Lay off this year.
- 5. Renovations: We are in the process of completing many renovations such as flooring, carpeting, walls, bathrooms, and painting inside and out. We have 3 bids for the Anderson Roof repairs which need to be approved by the board.
- 6. Covid 19: We have had several staff positive for Covid recently. Those who are vaccinated can return after 5 days of Isolation. This fall we will continue with a regular schedule of cleaning and ventilation of buildings. Teachers will be encouraged to take children outside for fresh air frequently.
- 7. We will return to In-person Policy Council Meetings in August.

#### Meeting was adjourned at 7:15 PM

Next Meeting: August 23, 2022 at 6:30pm North Joplin Head Start

Name of Applicant:	Marlyn Perez
Program and	○ Head Start
Position Applying	Early Head Start
For:	Early Head Start Child Care Partnerships
	Position: Family Support Assistant
Center:	Carthage
Education:	○ Masters
	○ Bachelors
	○ Associates
	○ CDA/Certificate
	High School Diploma
	Other:
Experience:	15-17 years
<b>Background Check</b>	○ Yes
and References	
Completed:	○ Pending
Why This Applicant	Marlyn is a previous HS/EHS parent and was an active member on our parent
is a Great Fit for our	committees. She has experience working as a para-professional in the
Program:	Carthage School District for 9 years and specialized in children with disabilities
	and dual language learners during that time. When not working in the school,
	she translated for families applying for services at her local WIC office. She has
	a wealth of knowledge and experience that would make her a great FSA and
	possibly more in the future.
Supervisor Name,	Stephanie Massey
Email, and Phone	smassey@escswa.org
Number	417.439.7700

Name of Applicant:	Alicia Stivers
Program and	O Head Start
Position Applying	Early Head Start
For:	Early Head Start Child Care Partnerships
	Position: Floating Teacher
Center:	South Joplin Head Start
Education:	Masters
	Bachelors
	Associates
	○ CDA/Certificate
	High School Diploma
	Other:
Experience:	6 years with the Head Start program, Alicia has an Associate's degree in early
	Childhood. A Bachelor's degree in Family and consumer science child
	development and a Minor in Psychology.
Background Check	○ Yes
and References	
Completed:	○ Pending
Why This Applicant	Alicia has already worked with us before as a Head Start Teacher and FRS.
is a Great Fit for our	Alicia knows our program. She left us to be a stay at home mom and is ready
Program:	to get back to work. Alicia will be a great fit for our program again.
Supervisor Name,	Amber Nichelson
Email, and Phone	anichelson@escswa.org
Number	(417)781-5728

Name of Applicant:	Stacie Hall
Program and	Mead Start
Position Applying	Early Head Start
For:	Early Head Start Child Care Partnerships
	Position: Floating TA for Magenta Area
Center:	Neosho Head Start
Education:	○ Masters
-	Bachelors
	Associates
=	○ CDA/Certificate
	High School Diploma
	Other:
Experience:	4 years
Background Check	@eyes
and References	
Completed:	(b) Pending
Why This Applicant	Stacie has 4 years childcare experience, she lost that job due to CoVid and the
is a Great Fit for our	daycare she was working at closed down in Granby. She is a former Longview
Program:	Head Start parent. Some things her references had to say about her are "she
	loves children, she is reliable and dependable, she will do whatever she can to
	help others, friendly and outgoing. I would like to hire Stacie as Floating
	Teacher Aide for the Magenta Area.
Supervisor Name,	Kimberly Bray
Email, and Phone	krichmond@escswa.org
Number	870-688-6046

Name of Applicants	Shana Whisman
Name of Applicant:	Stidila WillStildti
Program and	W Head Start
Position Applying	Early Head Start
For:	Early Head Start Child Care Partnerships
	Position: Floating Teacher Aide
Center:	Neosho Head Start
Education:	○ Masters
	○ Bachelors
	Associates
	○ CDA/Certificate
	High School Diploma
	Other:
	30 hours rollege in Flementary Edwardion
Experience:	30 hours callege in Elementary Education  1 year - Kindergarten aide forschool.
A STATE OF THE STA	
Background Check	○ Yes
and References	
Completed:	Pending Fingerprints
	Tringa prince
Why This Applicant	Shana has 30 hours of college in Elementary Education. She wants to finish her
is a Great Fit for our	degree and become a teacher. In High School she was a kindergarten aide. She
Program:	talked about the importance of Routine, Structure, and consistency-she
	definitely knows and understand the importance of this for children. When I
	asked her during interview what are the 3 most important things a child age 3
	to 5 need, her response was "Love, Self-regulation, and Play." Shana business
	reference stated "good worker, great with people, customers loved her." Her
	persona references stated " hard working, would be a great fit, hard on herself
	and sets high standards, loves children," "Connected with special needs
	children", "worked with kindergarten students, she would be an amazing fit."
	, , , , , , , , , , , , , , , , , , , ,
Supervisor Name,	Kimberly (Richmond) Bray
Email, and Phone	krichmond@escswa.org
Number	870-688-6046

Name of Applicant:	Kayla Thompson
Program and	○ Head Start
Position Applying	Early Head Start
For:	Early Head Start Child Care Partnerships
	Position: Teacher Aide
Center:	Neosho Early Head Start
Education:	Masters
	Bachelors
	Associates
	O CDA/Certificate
	High School Diploma
	Other:
Experience:	Less than 1 year (babysitting nieces/nephews)
LAPOTICIOCI	Less than I year (babysitting meces/nephews)
Background Check	○ Yes
and References	No.
Completed:	& Pending Fingerprints
Why This Applicant	Kayla loves working with children. She learned over the last several years while
is a Great Fit for our	working with her family (childcare) and also working as IN HOME aide for
Program:	elderly that she loves working with younger children. One of the things that
	caught my attention to Kayla is that when I asked her during interview what
	she would do if a child hits another child. Her first response was "make sure
	the child that got hit is ok" usually they have to be taught this. Her personal
	references stated: "Smart, patient, kind, loves children." "Hard worker, shows
	up on time, good with kids, wonderful person." "Kayla is a sweetheart, seems
	shy but maybe it is a sign of respect non-confrontational personality."
Supervisor Name,	Kimberly (Richmond) Bray
Email, and Phone	krichmond@escswa.org
Number	870-688-6046

Name of Applicant:	Judy Mathew
Program and	★ Head Start     ★ Head Start
Position Applying	Early Head Start
For:	Early Head Start Child Care Partnerships
	·
	Position: Sub for Neosho
Center:	Neosho Head Start
Education:	○ Masters
	Bachelors
	Associates
	○ CDA/Certificate
	🦝 High School Diploma
	Other:
Experience:	20 4 years in ECH
<b>Background Check</b>	○ Yes
and References	12
Completed:	<b>⊘</b> Pending
Why This Applicant	Judy has lots of experience working with children. She worked in Head Start in
is a Great Fit for our	Guam for 11 years. She also has worked her Sunday school class for 5 years.
Program:	She has a total of 20 years in ECH. She talked about connections, routine, and
	the importance of listening to children and families. She has a very sweet, kind
	personalitilty and I feel that she will make a great sub working with the
	children. Her home language is Chuuese, secondary language is English. She
	will be able to help translate as needed for both me and our HB supervisor for
	EHS.
Supervisor Name,	Kimberly Bray
Email, and Phone	krichmond@escswa.org
Number	870-688-6046

Name of Applicant:	Halee Gary	]
Program and Position Applying	Head Start Early Head Start	-
For:	Early Head Start Child Care Partnerships	
<u> </u>	Position: Floating Teacher Aide	
Center:	Granby Head Start	
Education:	O Masters O Bachelors O Associates O CDA/Certificate O High School Diploma O Other: Currently unrolled in College Classes in 1 year	
Experience:	1 year Edu	cadion
Background Check	○ Yes	
and References		
Completed:	Dending Fingerprints	
Why This Applicant is a Great Fit for our Program:	Halee is currently enrolled in College, she is taking on line courses in Education. Halee worked at Kidz club House Daycare and learning. We discussed how Head Start policies differ from others and some of the guidelines that we use. I talked with her about some of our trainings and if she was flexible and willing to learn new ways, and to implement those and she said "absolutely." Business reference stated "Good person, young can still learn." Personal references stated "great with kids, treats other children like her own, attentive, and hands on" "Worked in A+ in high school, helpful and engaging", and another reference stated "responsible, good person, good fit for the job."	
Supervisor Name,	Kimberly (Richmond) Bray	
Email, and Phone	krichmond@escswa.org	
Number	870-688-6046	

Name of Applicant:	Kaula Donahue
Program and	⊗ Head Start
Position Applying	Early Head Start
For:	Early Head Start Child Care Partnerships
	Position: Teacher Aide
Center:	hamar
Education:	○ Masters
	O Bachelors
	○ Associates
	○ CDA/Certificate
*	
	Other:
Experience:	She has worked with children.
<b>Background Check</b>	
and References	
Completed:	O Pending
Why This Applicant	Kayla is a Head Start parent. She is very excited to work in our program.
is a Great Fit for our	existed to work in our program.
Program:	
Supervisor Name,	honda Sotia
Email, and Phone	150fin@escswa.ovg 417-540-5953
Number	417-540-5953

Name of Applicant:	Dacy Crockett
Program and	
<b>Position Applying</b>	C Early Head Start
For:	Early Head Start Child Care Partnerships
	Position: Teacher Aide
Center:	Lamar
Education:	<b>○</b> Masters
<u> </u>	O Bachelors
	○ Associates
	○ CDA/Certificate
	₩ High School Diploma
	Other:
Experience:	She has worked with Children before.
Background Check	Ø Yes D
and References	
Completed:	O Pending
Why This Applicant	Dacyerjors working with Children . She has worked in other Child care centers.
is a Great Fit for our	worked in other Child care centers.
Program:	
Supervisor Name,	Londa Sofia Isofia @ escswa org 417-540-5953
Email, and Phone	Isofia @ escswa org
Number	417-540-5453

Name of Applicant:	David Smith
Program and	<b>⊠</b> Head Start
Position Applying	
For:	Early Head Start Child Care Partnerships
	Position: Family Resource Specialist
Center:	Lamar
Education:	○ Masters
	○ Bachelors
	<b>⊗</b> Associates
•	○ CDA/Certificate
	○ High School Diploma
	Other:
Experience:	David has had alot of experience working with people.
<b>Background Check</b>	
and References	
Completed:	O Pending
Why This Applicant	David has a passion for working with people. He is very eager to work for our program and with our families.
is a Great Fit for our	Is your page, to work for our program and with our families
Program:	13 very capa a wick in the property
Supervisor Name,	houda Sofia
Email, and Phone	LISATIO DESCENDE OVA
Number	417-540-5953

Name of Applicant:	Gau Vinson
Program and	
Position Applying	Early Head Start
For:	Early Head Start Child Care Partnerships
	Position: Family Resource Specialist
Center:	Carthage J
Education:	Masters Masters
	Bachelors
	Associates
	CDA/Certificate
	High School Diploma
	Other:
Experience:	Gay has worked in the Public School system.
<b>Background Check</b>	Ø ves
and References	
Completed:	Pending
Why This Applicant	Gay has worked with many families and.
is a Great Fit for our	Gay has worked with many families and children. She enjoys helping people and is eager to help our families
Program:	eager to help our families
Supervisor Name,	horida Sofia
Email, and Phone	Lorda Sifia Isofia @ escswa. org 417-540-5953
Number	417-540-5953

Name of Applicant:	Renee Hale
Program and	X Head Start
Position Applying	Early Head Start
For:	Early Head Start Child Care Partnerships
	Position: Center Support Assistant
Center:	Webb City
Education:	○ Masters
	○ Bachelors
	○ Associates
	○ CDA/Certificate
	X High School Diploma
	Other:
Experience:	6 years
Background Check	X Yes
and References	
Completed:	Pending
Why This Applicant	First off, I would say her personality. She is very cheerful. She will greet
is a Great Fit for our	everyone with a smile. She is quick on learning.
Program:	
Supervisor Name,	Greta Murphy, gmurphy@escswa.org, 417-673-5967
Email, and Phone	
Number	

Name of Applicant:	Shay-Leigh Spence
Program and Position Applying For:	Head Start Early Head Start Early Head Start Child Care Partnerships
,	Position: Sub
Education:	<ul> <li>Masters</li> <li>Bachelors</li> <li>Associates</li> <li>CDA/Certificate</li> <li>High School Diploma</li> <li>Other:</li> </ul>
Experience:	2 years' experience
Background Check and References	Yes
Completed:	Pending
Why This Applicant is a Great Fit for our Program:	Shay-Leigh has very flexible hours, which work perfectly with the sub position. She has worked in the after school program at St. Mary's here in Joplin. Past employers report she takes directions well, is an active team member and she works well with all ages of children.

Supervisor: Michelle Cook 417-781-4497

m cook Desc swa.org

# **Summary Budget and Performance Report**

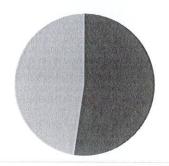
ESC Head Start and Early Head Start Programs
June 2022



			Monthly	YTD	<b>Total Grant</b>	<b>Total Funds</b>	% of funds	% of year
Program	Funded slots	Period	Expenses	Expenses	Funds	Remaining	Remaining	Remainin
HS/EHS - Fed	619	4/1 to 3/31	\$362,801	\$1,591,040	\$8,662,580	\$7,071,540	82%	75%
EHS -State	9	7/1-6/30	\$5,333	\$157,879	\$155,210	\$0	1%	0%
HS/EHS - COVID	0	4/1/21 to 3/31/23	\$2,904	\$217,667	\$231,446	\$13,779	6%	75%
HS/EHS - ARP	0	4/1/21 to 3/31/23	\$142,846	\$294,429	\$920,109	\$625,680	69%	75%
EHS - CCP	62	9/1-8/31	\$207,310	\$1,160,547	\$1,667,921	\$507.374	30%	17%

Matching Funds	Funding Period	Month Total	Year to Date	Total Required	Amount Still Needed	% of Goal Completed	% of Year Completed
HS - Inkind	4/1 to 3/31	\$265,155	\$386,827	\$1,754,879	\$1,368,052	22%	25%
EHS - Inkind	4/1 to 3/31	\$44,387	\$94,269	\$410,766	\$316,497	27%	25%
EHS/CCP	9/1-8/31	\$30,810	\$382,960	\$416.978	\$34.018	90%	83%

# **BUDGETS AT A GLANCE FEDERAL, STATE, & CCP**



■ HS/EHS FEDERAL % of funds remaining

HS/EHS FEDERAL % of year remaining

**FEDERAL GRANT** 

#### **EHS STATE GRANT**



■ EHS STATE % of funds remaining

EHS STATE % of year remaining



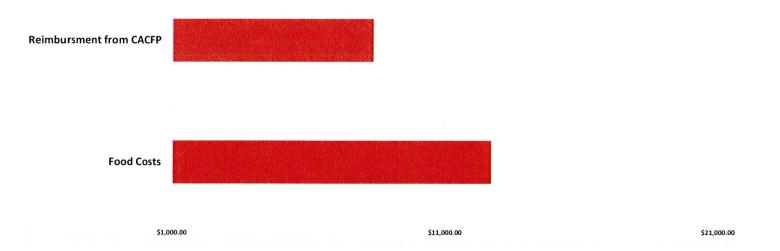
EHS CCP GRANT

■ EHS CCP % of funds remaining

■ EHS CCP % of year remaining

# HEAD START/EARLY HEAD START CHILD ADULT CARE FOOD PROGRAM (CACFP) 1-Jun-2022

# **Reimbursement vs. Food Costs**



# **Number of Meals Served**

D 16 1	4.067	
Breakfast	1,067	June reflects EHS sites only due to
Lunch	1,298	Head Start summer closure.
Snack	1,166	
Total	3,531	

# **Reimbursement Amount**

Total	\$8,356.15
Snack	\$1,166.00
Lunch	\$4,750.68
Breakfast	\$2,101.99

Total Food/Salary/Supply Costs: \$13129

Kathy Miller < kmiller@escswa.org>



# New to the ECLKC, July Edition

1 message

Office of Head Start <HeadStartinfo@acf.hhs.gov> Reply-To: HeadStartinfo@acf.hhs.gov To: "kmiller@escswa.org" <kmiller@escswa.org>

Fri, Jul 1, 2022 at 11:01 AM





Explore content posted to the Early Childhood Learning and Knowledge Center (ECLKC) throughout the month of June. These email announcements and resources are helpful for Head Start programs and other early childhood staff. Find information and tools related to your work with the children and families you support daily. Select the links below to get started. Use the "Español" toggle on each ECLKC page to see its Spanish translation.

#### News from OHS

#### COVID-19

- COVID-19 Administrative and Fiscal Flexibilities
- Vaccination for Head Start Children

#### Other News

- ACF-IM-HS-22-04 Competitive Bonuses for the Head Start Workforce
  - Available in <u>Spanish (español)</u>
  - Examples of Competitive Financial Incentives for Staff
- Expectations for the 2022-2023 Program Year (video)
- Forecasted Funding Opportunity for a National Early Care and Education Workforce Center (email)
- Head Start Collaboration Offices
  - State-level Profiles and Information
- Organizational Culture: An Important Link to Staff Wellness (video)
- Outreach and Recruitment Just Got Easier! #GetaHeadStart (email)

- Recipient Perspectives to Supporting Asian American and Pacific Islander Families (video)
- Support Strong Birthing Outcomes for Expectant Families (email)
- · You Make the Difference: Posters

# **Training and Technical Assistance Resources**

## Early Childhood Development, Teaching, and Learning

- Building Social and Emotional Development Outdoors (video)
- Classroom Assessment Scoring System (CLASS<sup>®</sup>) Quality Improvement (QI)
  - · CLASS QI for:
    - Classroom Organization
    - Emotional Support
    - Instructional Support
    - Leaders
  - ELOF Effective Practice Guide/CLASS Pre-K Crosswalk
  - Head Start and CLASS Quality Improvement
  - Learn More About the CLASS
- <u>Dual Language Learners Celebration Week 2022</u> (videos)
  - Every Child
  - Every Educator
  - Every Language
  - Every Program
- Initiative and Curiosity for Everyone Children, Coachees, and Coaches (video)
- Supporting Initiative and Curiosity (videos)
  - · Infants and Toddlers
  - Preschoolers
- Using the 5Rs of Early Learning Leaders to Support the Development of Children's Initiative and Curiosity (video)

#### Health, Behavioral Health, and Safety

Fragile X Syndrome

# Parent, Family, and Community Engagement

Affordable Connectivity Program: Helping Families Connect to the Internet (email)

#### Professional Development

- Continuing Education Unit (CEU) Credit for Professional Development
- Welcome to the New Text4FamilyServices (email)

#### Newsletters

- Disabilities Services Newsletter Issue No. 56
- Resources to Make You Smile! Issue No. 16
  - Available in <u>Spanish (español)</u>
- Sesame Street in Communities Issue No. 10
  - Available in <u>Spanish (español)</u>
- Small Bites Newsletter Issue No. 6
  - Available in <u>Spanish (español)</u>
- Workforce Wednesday

Subscribe now to get all your favorite newsletters direct to your inbox.

#### **Head Start Careers**

- · Head Start Director Charles County, MD
- Head Start Cook Albuquerque, NM
- Early Head Start Regional Education Manager Bend and Redmond, OR

Find more <u>Head Start program employment opportunities</u> in the ECLKC Job Center and at <u>usajobs.gov</u>.

# **Upcoming Events for July**

- Monday, July 11-13: <u>BUILD 2022 Virtual Conference</u>
- Tuesday, July 12: MyPeers Orientation
- Thursday, July 14: Preparing for Emergencies with Mental Health in Mind
- Tuesday, July 19: <u>Using the 5Rs of Early Learning Leaders to Support Creativity in Young Children</u>
- Wednesday, July 20: MyPeers Orientation

Visit the ECLKC for a full list of <u>upcoming events</u>.

Stay Connected. Follow the Office of Head Start on <u>Twitter</u> and <u>Facebook</u>. Visit the <u>Family Room blog</u> to learn more about the activities of the Administration for Children and Families (ACF).

# Economic Security Corporation of Southwest Area Vendor Activity - Mastercard Activity From 6/1/2022 Through 6/30/2022

Check/Vou	Vendor Name	Transaction Description	Expenses	Fund Title
6/1/2022 6/1/2022 6/1/2022 6/1/2022	Hackett's Hot Wings Missouri Department of Health Missouri Department of Health Missouri Department of Health	Food for meeting Back ground screening Yanet Background Screening Alexa	164.98 15.25 15.25	RAP-DMH Early Head Start Head Start
6/1/2022 6/2/2022 6/2/2022 6/3/2022	Partners for a Healthy Baby VZero to Three Teachstone Traning LLC CheapOair.com	Background screening Payto Partners for a Heathly Baby Prevent biting wheel Class Observation training pr	15.25 400.00 60.00 1,191.00	Early Head Start Early Head Start Early Head Start CCP Head Start
6/6/2022 6/6/2022 6/6/2022 6/7/2022	Casey's Chick-fil-A Go to My PC	Airfair for Tammy Walker and Gas cards for hb clients Calender Planning Lunch licenses for Fiscal/Housing	1,187.50 331.25 171.48 51.25	CSBG FFY2022 Early Head Start HS ARP HCV Administrative
6/10/2022 6/10/2022 6/13/2022 6/13/2022	Miradore Inc. c/c Westmusa, In Adobe Creative Cloud Tracfone Fax Plus	Ipad managment Adobe Phone minutes for Carthage Fax Plus	382.50 52.99 224.05 19.99	Executive Support Executive Support ECIP Early Head Start
6/14/2022 6/20/2022 6/20/2022	The Hilton Minneapolis Herc Rental Feldesman Tucker Leifer Fidell Tess Oral Health	Hotel rooms for NASCSP Co Skid steer rental to remove pl Non-Federal share/match we Oral health products for centers	1,518.75 353.70 150.00 713.56	Weatherization-DOE HS ARP HS ARP HS ARP
6/21/2022 6/24/2022 6/27/2022 6/27/2022	Conscious Discipline Atera Monitoring 4imprint Inc Mentimeter	Elevate Conscious Discipline End user remote Recruitment Material Mentimeter Access	1,797.00 95.00 779.01 179.88	HS ARP Executive Support Agency HS ARP
6/27/2022 6/27/2022 6/28/2022	The Council for Professional Walmart National Ass. for Community Se	CDA Leadership Conference Office chair for Lamar HB Hotel stays for Ryan, Margarit	925.00 54.99 1,953.00	HS ARP Early Head Start Weatherization-DOE
6/29/2022 6/30/2022 6/30/2022 6/30/2022	Casey's Missouri Department of Health Missouri Department of Health Missouri Department of Health	Gift card HB Background check Shelina Self Carissa Marie Briscoe backgr Robert Bowers Background c	51.25 15.25 15.25 15.25	Early Head Start Head Start HCV Administrative Weatherization-DOE
Report Opening/Current Balance		Transaction Total	12,899.63	
Report Transaction Totals	on		12,899.63	
Report Current Balances				



ECONOMIC SECURITY CORP JOHN C JOINES

Account Number: #### #### 6417

Statement Closing Date: June 15, 2022

Summary of	of Account Activ	vity
Previous Balance		\$ 6,589.83
Payments	_	6,598.83
Other Credits	•	50.00
Other Debits	+	0.00
Purchases	+	4,994.00
Cash Advances		200
Balance Transfers	+	0.00
Fees Charged	+	0.00 50.00
Interest Charged	+	0.00
NEW BALANCE		\$ 4,985.00
Credit Limit		\$ 15,000.00
Available Credit		10,015.00
Available Cash		10,015.00
Amount Disputed		0.00
Statement Closing Date		2007/10/00/00
Days in Billing Cycle		06/15/22 30

Payment Informa	tion
New Balance	\$ 4,985.00
Total Minimum Payment Due	\$150.00
Payment Due Date	07/10/2022
Late Payment Warning: IF WE DO NOTE	PECEIVE VOUD

Late Payment Warning: IF WE DO NOT RECEIVE YOUR MINIMUM PAYMENT BY THE DATE LISTED ABOVE, YOU MAY HAVE TO PAY A LATE FEE UP TO \$39.

#### Contact Information

Customer Service: (727) 570-4899 Report Lost or Stolen Card: (727) 570-4881 After Hours: (866) 604-0381



Visit us on the web at: www.MyCardStatement.com

Please Mail Your Payments to: MASTERCARD PO BOX 4512 CAROL STREAM IL 60197-4512

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T D-1	1 5 . 5 .		Tran	nsactions	
Trans Date	Post Date	MCC Code	Reference Number		
05/16	05/17	9399	AE LICATO INC.	MO DEPT OF HEALTH	Amount
05/16	05/17	8699	550,0000,000	877-332-3901 MO	15.2
				THE COUNCIL FOR PROFES 2027725540 DC	117 0

#### NOTICE: CONTINUED ON PAGE 3 Page 1 of 3

PLEASE DETACH COUPON AND RETURN PAYMENT USING THE ENCLOSED ENVELOPE. ALLOW UP TO 7 DAYS FOR RECEIPT

SOUTHWEST MISSOURI BANK **2417 S GRAND** CARTHAGE MO 64836 - 7904

**Account Number** #### #### 6417

Check box to indicate name/address change on back of this coupon

Closing Date **New Balance Total Minimum** AMOUNT OF PAYMENT ENCLOSED Payment Due Date Payment Due 06/15/22 \$4,985.00 \$150.00 07/10/2022

ECONOMIC SECURITY CORP JOHN C JOINES P O BOX 207 302 S JOPLIN ST JOPLIN MO 64802 - 0207



MAKE CHECK PAYABLE TO:

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MASTERCARD PO BOX 4512 CAROL STREAM IL 60197 - 4512



ECONOMIC SECURITY CORP JOHN C JOINES Account Number: #### #### 6417

Statement Closing Date:

Trans Date	Post Date	MCC Code	Peferential	ions Continued	
05/17	05/17	6540		Description	Amount
		0040	5543286213720083546772	8 CS CASEYS GIFT CARDS	
05/17	05/18	7372	E54905094977470000	877-850-1977 ME	101 25
05/18	05/19	5199	5542950213771722621277		100.00
	00/10	5199	55480772138014000027980	BAUDVILLE INC	120 00
05/18	05/20	5310	05 1000 15 100	8007280888 MI	40.70
	03/20	5510	05436842139100066316418	WALMART.COM AA	2.0
05/19	05/20	5340	Parameter	800 066 6646 AD	54 40
00/10	05/20	5310	55500362139083330331094	WALMART COM AA	
05/19	OFKI	72 0		8009666546 44	65 28
05/19	05/20	5310	55500362139083768849476	WALMART COM AA	
05 (22)	05.00			8009666546 AP	27.75
05/20	05/22	5814	05140482141710014215473	CHICK-FIL-A #01886	
05.0				JOPLIN MO	70.82
05/21	05/22	5310	55432862141200222352594	WALMART COM AA	
00.0				The state of the s	68 08
05/21	05/22	5310	55500362141083324616480	800-966-6546 AR	33 00
			333335521010480		87 30
05/22	05/23	5734	82644312142000005220239	8009666546 AR	0, 00
		3.000	02044512142000005220239	THE BOSSELDON'S BE	74 25
05/24	05/25	8099	56 1200001 1 1000000000	PURCH 69 99 EUR	14.20
		3000	55432862144200208269165		EA 00
05/24	05/26	5411	051404004453	Neosho MO	59 00
50500 <b>5</b> (8)	50/20	3411	05140482145710034706481	KING FOOD SAVER #24	
05/26	05/27	0000	550.000	NEOSHO MO	59.86
JUIZU	03/2/	8699	55310202147206686100973	THE COUNCIL FOR PROFES	***   Fact   \$10.00
05/27	05.07			2027725540 DC	425 00
03/27	05/27	8299	55432862147200959353702	AWL*PEARSON EDUCATION	
05.007			200000102	PRSONCS COM NJ	292 40
05/27	05/29	9399	15449852147283030379199	MODERA OF HEALTH	
22.72		21	1000000075155	MO DEPT OF HEALTH	15.25
05/27	05/29	9399	15449852147283030379611	877-332-3901 MO	10.20
			10 710002 147 20303037 96 11	MO DEPT OF HEALTH	15.25
05/27	05/29	5969	75418232147148237254675	877-332-3901 MO	15.25
			70410232147140237234073	LENOVO UNITED STATES	64 17
05/30	05/31	5942	55310202150083704895452	855-2536686 NC	04 17
		0542	33310202150083704895452	AMAZON COM*1X6HE8LB2 A	136.04
06/01	06/02	9399	15 1100501500100	AMZN COM/BILL WA	136 94
	00/02	9399	15449852152318880408045	MO DEPT OF HEALTH	
06/01	00100	0000	2004 2000 200 200 200 200 200 200 200 20	877-332-3901 MO	15 25
00/01	06/02	9399	15449852152318880409159	MO DEPT OF HEALTH	
06/01	00.00			877-332-3901 MO	15.25
00/01	06/02	9399	15449852152318880413425	MO DEPT OF HEALTH	
00:04	00:00			877-332-3901 MO	15 25
06/01	06/02	5812	05314612153000410409574	HACKETTS HOT WINGS	
00.00				JOPLIN MO	164 98
06/02	06/03	8398	55506292153726480517458	ZERO TO THREE	
00103	Name To Add N			2022713562 DC	60.00
06/07	06/07	6540	55402862158200412141492		00.00
			- 12 IV 11192	CS CASEYS GIFT CARDS	331 25
06/08	06/09	8220	55310202160700457344341	877-850-1977 ME	00120
		100 mm 150 mm	14040700407344341	FSU CTR FOR PREVENTN W	400 00
06/09	06/10	5969	55432862160200243287940	8509221300 FL	100 00
	CHICAGO - 374778		00402002100200243287940	4IMPRINT, INC	200.00
06/10	06/10	5734	EE 1220621010200	4IMPRINT.COM WI	200 08
-nowd02031	200.100	01.04	55432862161200363187689	ADOBE *800-833-6687	Part (A)
06/10	06/12	5814	051404004007	ADOBE LY/ENUS CA	52.99
	JULIE	2014	05140482162710014006165	CHICK-FIL-A #01886	2 NOTES - 1100-004
06/11	06/12	6000	76	JOPLIN MO	171 48
	00/12	5968	75418232162149352983619	WEB*NETWORKSOLUTIONS	
06/11	06413	10		888-6429675 FL	122 97
70/11	06/12	4814	55432862162200679100607	TRACFONE *AIRTIME	
10/10	0044			TRACFONE COM FL	224.05
16/13	06/14	8299	82711162164000007813577	TEACHSTONE TRAINING	
				TEACHSTONE TRAINING	1,191 10
6/14	06/15	7221	82305092165000012316822	CHARLOTTESVIL VA	1,101 10
			-23000210000012310022	CANVA* 103451-24370338	119.40
			Daymont- 6 "	CAMDEN DE	115.40
5/26	05/31	0000	7644162246 10010	stments and Others	
5/26	05/31	0000	73441332131001210100117	PAYMENT - THANK YOU	A 70.00
5/26		0000	75441532151001210100133	PAYMENT - THANK YOU	6,745 14 .
	06/07 06/07	6010	1 2558018453000010	RETURNED PAYMENT	128 98 -
5/26		6010	1 2558018454000010		128 98



# ECONOMIC SECURITY CORP JOHN C JOINES Account Number: #### #### 6417

Statement Closing Date: June 15, 2022

T D.J.			Transactio	ons Continued	 ine 15, 202
7rans Date 05/26 05/26 06/10	96/08 06/08 06/13	MCC Code 6010 6010 0000	Reference Number 1 2159018458000010 1 2159018459000010 75441532164001206200496	Description CR RETURNED CHECK FEE CR RETURNED CHECK FEE PAYMENT - THANK YOU TOTAL PAYMENTS OR ADJUSTMENTS	 Amount 25.00 25.00 6,598.83
05/26 05/26	06/07 06/07	6010 6010	75441532158000158080110 75441532158001158080118 Intere	Fees  RETURNED CHECK FEE  RETURNED CHECK FEE  TOTAL FEES FOR THIS PERIOD  st Charged	\$ 6,648.83 25.00 25.00 50.00
			2022 Total	TOTAL INTEREST FOR THIS PERIOD IS Year To Date	\$ 0 00
			Total Fees Charged in 2022		
			Total Interest Charged in 20:	\$ 0.00	

Plan Description	n/Plan Level I	Balance Subject to Interest Rate	Periodic Rate	Annual Percentage Rate (APR) <sup>2</sup>	Interest Charge
PURCHASES CASH	G F	\$ 0.00 \$ 0.00	1.2067%	14.48%	\$ 0.00
TOTAL		Ψ 0.00	1.3750%	16.50%	\$ 0.00
<sup>2</sup> Your Annual Percentage Rate (APR) is (V) = Variable Rate. If you have a variable in PREVIOUS BALANCE	rate account the perio	te on your account. ndic rate and Annual Per	centage Rate (AF	PR) may vary.	
THE VICUS BALANCE					
PURCHASES CASH	G F	\$ 0.00	1.2067%	14.48%	\$ 0.00
PURCHASES CASH TOTAL ICM Interest Charge Method: See reverse	F	\$ 0.00	1.2067% 1.2067%	14.48% 14.48%	\$ 0.00 \$ 0.00

MAIN EVENUEL



**ECONOMIC SECURITY CORP** JOHN JOINES

Account Number: #### #### #### 1341

Statement Closing Date: June 15, 2022

Summary of	Account Activ	vity
Previous Balance		\$ 321.25
Payments	-	321.25
Other Credits	1000 10 <u>0</u> 0	0.00
Other Debits	+	0.00
Purchases	+	353.70
Cash Advances	+	0.00
Balance Transfers	+	0.00
Fees Charged	+	0.00
Interest Charged	+	0.00
NEW BALANCE	The control of the co	\$ 353.70
Credit Limit		\$ 2,500.00
Available Credit		2.146.00
Available Cash		
Amount Disputed		2,146.00
Statement Closing Date		0.00
		06/15/22
Days in Billing Cycle		30

	CO SMICHELY WAS AN ESCHARACE
Payment Information	on
New Balance	\$ 353.70
Total Minimum Payment Due	\$25.00
Payment Due Date	07/10/2022
Late Payment Warning: IF WE DO NOT REC MINIMUM PAYMENT BY THE DATE LISTED HAVE TO PAY A LATE FEE UP TO \$39.	CEIVE YOUR ABOVE, YOU MAY

Contact Information

Customer Service: (727) 570-4899

Report Lost or Stolen Card: (727) 570-4881 After Hours: (866) 604-0381



Please send Billing Inquiries and Correspondence to: CUSTOMER SERVICE PO BOX 30495 TAMPA, FL 33630



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MASTERCARD PO BOX 4512 CAROL STREAM IL 60197-4512

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T 0 4 1		1	Trai	nsactions	
Trans Date	Post Date	MCC Code	Reference Number	Description	Amazint
COHO	06/15	7394	52708062166207006703125	HERO RENTALS	Amount
				BONITA SPRING FL	353 70
2272	2.7.2		Payments, Adju	istments and Others	
U0/U3	06/03	0000	75453172154001160760990	ACH PMT THANK YOUR	
				1000	321 25

#### NOTICE: CONTINUED ON PAGE 3 Page 1 of 2

PLEASE DETACH COUPON AND RETURN PAYMENT USING THE ENCLOSED ENVELOPE. ALLOW UP TO 7 DAYS FOR RELEIPT

Total Minimum

Payment Due

\$25.00

SOUTHWEST MISSOURI BANK 2417 S GRAND CARTHAGE MO 64836 - 7904

**Account Number** #### #### 1341

Check box to indicate name/address change

on back of this coupon AMOUNT OF PAYMENT ENCLOSED

**ECONOMIC SECURITY CORP** JOHN JOINES PO BOX 207 302 S JOPLIN AVE

JOPLIN MO 64801 - 2334

New Balance

\$353.70

Closing Date

06/15/22

Payment Dus Pate 07/10/2022

MAKE CHECK PAYABLE TO.

<u> Իիքիսիինկինիրիկարթիրիկինիիինի</u>

MASTERCARD PO BOX 4512 CAROL STREAM IL 60197 - 4512



# ECONOMIC SECURITY CORP JOHN JOINES Account Number: #### #### 1341

Statement Closing Date: June 15, 2022

+	Transactions (	Continued	 ne 15, 202
Trans Date   Post Date   MCC Code	Reference Number	Description	Amount
	TOTAL Fees	PAYMENTS OR ADJUSTMENTS	\$ 321 25
	TOTAL Interest Charg	FEES FOR THIS PERIOD ged	\$ 0.00
	TOTAL	INTEREST FOR THIS PERIOD	\$ 0.00
	2022 Totals Year	To Date	
T	otal Fees Charged in 2022	\$ 0 00	
[1	otal Interest Charged in 2022	\$ 14.83	

Plan Description	ICM1	Balance Subject to Interest Rate	Periodic Rate	Annual Percentage Rate (APR)2	Interest
CURRENT			Tiute	(Arr)	Charge
PURCHASES CASH TOTAL	G F	\$ 0.00 \$ 0.00	1 2067% 1.3750%	14.48% 16.50%	\$ 0.00 \$ 0.00
¹ ICM interest Charge Method: See reverse ² Your Annual Percentage Rate (APR) is ⟨V⟩ = Variābie Rāte, if you have a variable	the annual interes	st rate on your account		0 00%	\$ 0 00



#### ECONOMIC SECURITY CORP JOHN C JOINES

Account Number: #### #### 3679

Statement Closing Date: June 15, 2022

Summary o	f Account Act	ivity
Previous Balance		-
Payments		\$ 7,794.11
Other Credits	•	7,794.11
Other Debits		75.00
Purchases	I	0.00
Cash Advances		2,441.25
Balance Transfers	+	0.00
Fees Charged	+	0.00
Interest Charged	*	75.00
NEW BALANCE	+	0.00
THE SALANCE		\$ 2,441.25
Credit Limit		\$ 15,000,00
Available Credit		\$ 15,000.00
Available Cash		12,008.00
Amount Disputed		12,008.00
		0.00
Statement Closing Date		06/15/22
Days in Billing Cycle		30

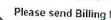
	0 1110 10, 202
Payment Information	
New Balance	\$ 2,441.25
Total Minimum Payment Due	\$74.00
Payment Due Date	07/10/2022
Late Payment Warning: IF INF DO NOT BELLEVILLE	

Late Payment Warning: IF WE DO NOT RECEIVE YOUR MINIMUM PAYMENT BY THE DATE LISTED ABOVE, YOU MAY HAVE TO PAY A LATE FEE UP TO \$39

#### Contact Information

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Report Lost or Stolen Card: (727) 570-4881 After Hours: (866) 604-0381



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Trans Date	Post Date	MCC Code		nsactions	
05/16		0 0000	Reference Number	Description	
UJI 10	05/17	9699	55310202137206686101239	THE COUNCIL FOR PROFES	Amount 125.00
05/24	05/25	5818	75418232144148023863294	2027725540 DC BLM ATERA 866-3127733 MA	420 00

#### NOTICE, CONTINUED ON PAGE 3 Page 1 of 2

PLEASE DETACH COUPUN AND RETURN PAYMENT USING THE ENCLOSED ENVELOPE - ALLOW UP TO 7 DAYS FOR RECEIPT

SOUTHWEST MISSOURI BANK 2417 S GRAND CARTHAGE MO 64836 - 7904

Account Number #### #### #### 3679

Check box to indicate name/address change on back of this coupon

AMOUNT OF PAYMENT ENCLOSED

**Closing Date** 06/15/22

New Balance \$2,441.25

Total Minimum Payment Due \$74.00

Payr tem Date Date 1/10/2022

ECONOMIC SECURITY CORP JOHN C JOINES PO BOX 207

302 S JOPLIN AVE JOPLIN MO 64802 - 0207

MAKE CHECK PAYABLE TO

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MASTERCARD PO BOX 4512 CAROL STREAM IL 60197 - 4512



# ECONOMIC SECURITY CORP JOHN C JOINES

Account Number: #### #### #### 3679

Statement Closing Date: June 15, 2022

June 15, 2022		Transcati			
	ns Continued	Defendance	MCC Code	Post Date	Trans Date
Amount	Description	Reference Number	4722	06/05	06/04
71 10 = 9	COA*CHEAPOAIR COM AIR	55432862155200421936190	4122	00/03	00.01
1110	CHEAPOAIR COM NY	82711162156000009162221	5734	06/06	06/05
300 00	AFI G SUITE BACKUP	027111021000000009102221	51 54		
000 00	CORAL SPRINGS FL	55432862157200269534840	5968	06/07	06/06
51 25	GoTcCom*GoToMyPC	33402802137200288034840	9500		
3720	golo com MA	55429502158713766817001	5045	06/08	06/07
382 50	MIRADORE INC	33423302138713736817001	33.0		
	4072199940 NY	55417342159871593547599	3001	06/09	06/03
558 20*%	AMERICAN NEW YORK NY	55417342159871593547607	3001	06/09	06/03
558 20	AMERICAN NEW YORK NY				
	stments and Others	75441532146001203500412	0000	05/26	05/23
20.50 -	PAYMENT - THANK YOU	75441532146001203500438	0000	05/26	05/23
13.311 23 -	PAYMENT - THANK YOU	1 2554018440000010	6010	06/03	05/23
20 50	RETURNED PAYMENT	1 2554018441000010	6010	06/03	05/23
13,311.23	RETURNED PAYMENT	75441532157001160771150	0000	06/06	06/06
20 50 -	ACH PMT THANK YOU	75441532157001160771150	0000	06/06	06/06
7 773 61 - 1	ACH PMT THANK YOU	1 2157018443000010	6010	06/06	05/23
25 00 -	CR RETURNED CHECK FEE	1 2157018444000010	6010	06/06	05/23
25 00 -	CR RETURNED CHECK FEE	75441532160001200007495	0000	06/09	06/06
20 50	RETURNED PAYMENT	1 2161018507000010	6010	06/10	06/06
25 00	OR RETURNED CHECK FEE	1 2165018532000180	5010	06/14	06/14
20.50 -	PAYMENT - THANK YOU	2 1050 10532000 180	0010		
\$ 7,86911	TOTAL PARLENTS OR ADJUSTMENTS	_			
	ees	75441532154000154080118	6010	06/03	05/23
25.00	RETURNED CHECK FEE	75441532154001154080118	6010	06/03	05/23
25 00	RETURNED CHECK FEE	75.141532160000160080112	0000	06/09	06/06
25 00	RETURNED CHECK FEE	7 3-14 1332 100000 100080112	2000		
\$ 75.00	TOTAL FEES FOR THIS PERIOD	¥27			
100 000	Charged	Interes			
\$ 0.00	FOTAL INTEREST FOR THIS PERIOD		v		
	Year To Date	2022 Totals			
	\$ 0.00	otal Fees Charged in 2022			
	\$ 0.00	otal Interest Charged in 202			

Plan Description	ICM1	Balance Subject to Interest Rate	Periodic Rate	Annual Percentage Rate (APR) <sup>2</sup>	Interest
CURRENT				(ALIV)	Charge
PURCHASES CASH	G	\$ 0.00	1.2067%	14.48%	\$ 0.00
TOTAL		\$ 0.00	1 3750%	16 50%	\$ 0.00
1 ICM Interest Charge Method: See reverse	and and ago i ic				
(v) - variable Rate il you have a variable i	he annual interac	firsts on very	rcentage Rate (AF	PR) may vary	
PREVIOUS BALANCE PURCHASES	he annual interac	firsts on very			
PREVIOUS BALANCE PURCHASES CASH	the annual interes ale account the p	t rate on your account. eriodic rate and Annual Pe \$ 0.00	1.2067%	14.48%	\$ 0.00
Pyour Annual Percentage Rate (APR) is to (	the annual interes ale account the p	t rate on your account. eriodic rate and Annual Pe			\$ 0.00 \$ 0.00

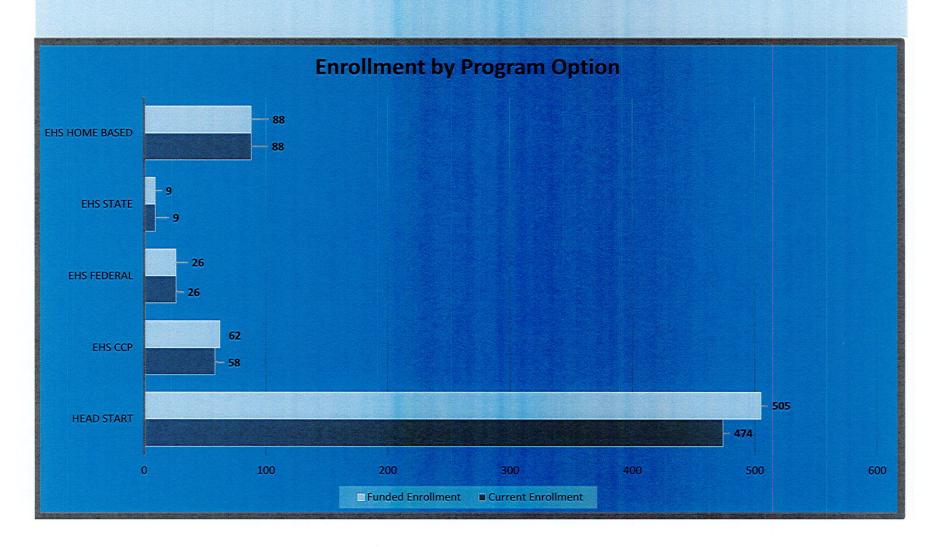
# ERSEA Reports 2022-2023

# **Enrollment Reports-July 2022**

Amy Schmidt, Enrollment Coordinator aschmidt@escswa.org (417)438-9187

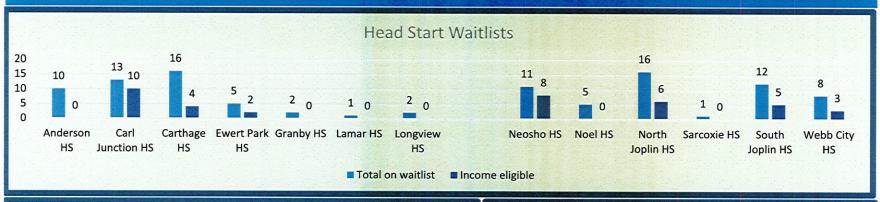
We lost one EHS Child Care partner in July but were able to place several children at SJEHS while we prepared for a new Partner.

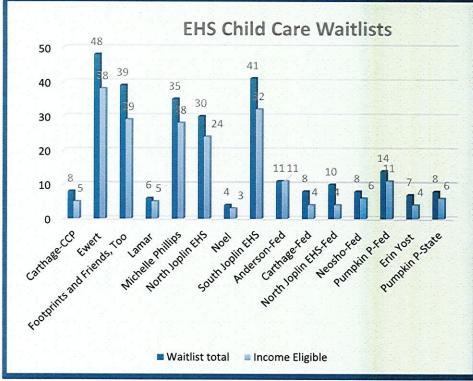
We have 474 slots selected for head Start.

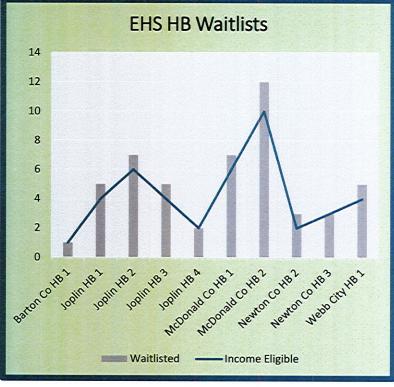


# **Waitlist Reports July 2022**

Head Start Waitlists are low since we have begun the selection process for 2022-2023 School Year

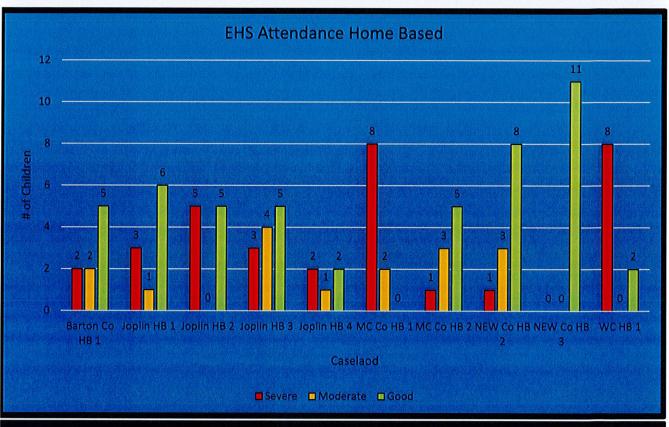


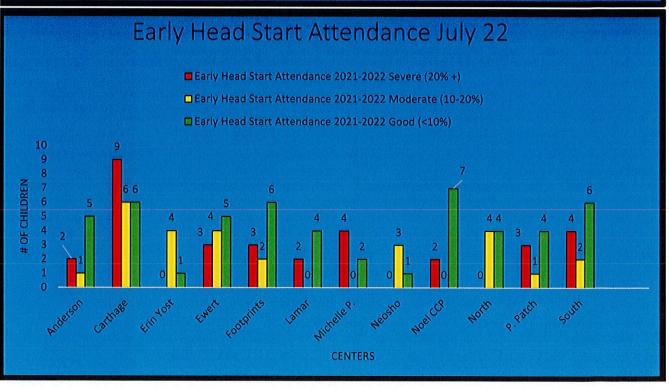




# **Attendance Reports July 2022**

Newton County HB 3 had 100% good attendance for May-July 2022





# **HEAD START BIRTH TO 5 COMMUNICABLE & CONTAGIOUS DISEASE POLICY**

Policy Number: HE9903-01	Effective Date: 07/15/08 Revision Date: 7/25/22
Policy Council Approval Date: 6/22/21	Health Service Advisory Committee Approval Date: 05/08, 2/27/14

Performance Standard: 1304.22 (b)(1)
Licensing Rules for Group Child Care Homes and Child Care Centers, September 2011: 19 CSR 30-62.192 Health Care, (2) The III Child, (E-H).

**PURPOSE** For the temporary exclusion of a child with a short-term or acute contagious illness when keeping the child in care poses a significant risk to the health and safety of the child or anyone in contact with the child or when the ill child requires more attention and care than is available by the regularly scheduled staff.

### **GUIDELINES FOR EXCLUSION:**

Children with any of the following must be excluded from school until the condition is no longer present, or until the student is cleared to return by a licensed health care provider;

- > Axillary temperature (under the arm) of 99.1 or higher. Oral Temperature (under the tongue) of 100.1 or higher. Take the temperature twice fifteen minutes apart with two separate thermometers.
- > Diarrhea-more than one (1) abnormally loose stool (If a child is sent home three or more times in a month due to diarrhea, the Health Services Coordinator will be notified). Based on information collected, the Health Services Coordinator will provide guidance to staff in order to improve the child's health and attendance in the program.
- > Vomiting more than once
- > Severe Coughing-If the child gets red or blue in the face or makes high-pitched croupy or whooping sounds after coughing.
- > Difficult or rapid breathing (especially important in infants under six (6)months
- Yellowish skin or eyes
- > Pinkeye-tears, redness of eyelid lining, irritation, followed by swelling or discharge of
- Unusual spots or rashes
- > Severe itching of the body or scalp, or scratching of the scalp. (These may be symptoms of scables or lice)
- > Sore throat or trouble swallowing
- > An infected skin patch(es)-crusty, bright yellow, dry or gummy areas of the skin
- Unusually dark, tea-colored urine
- > Grey or white stool
- > Headache and stiff neck

Children needing exclusion due to illness will be separated from other children while waiting for transportation from the center setting.

The Area Supervisor must be contacted before a child is excluded from the classroom. If the Area Supervisor cannot be reached, contact the Health Services Coordinator. Please send a picture of the temperature to the Area Supervisor and the Health Services Coordinator.

### **RETURN TO SCHOOL:**

- Child must be fever-free (without the use of fever lowering medication) for 12 hours.
- Children diagnosed by a physician with a communicable disease, must have a doctor's note to return to class. (It is not necessary to have a note for head lice or non-bacterial diarrhea.)

### **Staff Reporting Requirements:**

- Staff will report all diseases on the Missouri Department of Health and Senior Services list of Diseases and Conditions Reportable In Missouri (19 CSR 20-20.020). Staff will contact their county health department. The reportable Diseases and Conditions chart will be available to staff on the agency website and will be posted in the centers.
- Parent(s) will be notified of reportable diseases and conditions that have been identified in the center. A handout about the disease or condition will be sent home to the parent(s).

# **Confidentiality of Medical Records:**

Only staff members who have a reason to know the identity and condition of a participant with a communicable disease will have access to such information. Willful or negligent disclosure of confidential information about a person's medical condition by staff members will be cause for disciplinary action. When a staff member becomes aware or is made aware of a participant's communicable disease, they must consult with the Health Services Coordinator, who will provide directions on storage of medical records, actions to be taken, etc.

#### **Universal Precautions:**

All staff receive annual training on Bloodborne Pathogens and Universal Precautions. Staff must follow Universal Precautions and assume every person may have a communicable disease. All centers are equipped with safety supplies, materials, and infectious control kits, with disposable airway masks for CPR/First Aid.

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# HEAD START (BIRTH TO 5) Accident and Injury Policy

Policy Number:	Effective Date: Revised Date:	Policy Council Approval Date:
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**PERFORMANCE OBJECTIVE:** 1302.41(b)(2) Share with parents the policies for health emergencies that require that rapid response on the part of the staff, or immediate medical attention.

# **Licensing Rules for Group Child Care Homes and Child Care Centers:**

19 CSR 30-62.192 (5)(A) states: "In case of accident or injury to a child, the provider shall notify the parent(s) immediately. If the child requires emergency medical care, the provider shall follow the parent's(s') written instructions."

19 CSR 30-62.192 (5)(B) states "Information regarding the date and circumstance of any accident or injury shall be noted in the child's record."

### **GUIDANCE AND PROCEDURES:**

When trying to decide if an incident is truly an accident or injury, please use common sense. For example, if a child stumbles while running on the playground and falls down but hops right up and keeps going, an accident report is not necessary.

- 1. If a child is running, falls, scrapes their knee, comes to you, and says they are hurt; address the injury and complete the State of Missouri Report of Accident, Injury, and/or Emergency Medical Care form.
- 2. If there is visible bruising or an abrasion; you had to administer First Aid, or you administered CPR for choking or an unconscious child; the parent must be notified by a phone call.
- 3. If a child experiences a choking incident and we are able to clear their airway, parents will be contacted to pick up the child and be directed to seek medical attention.
- 4. When writing accident reports the following, items need to be included:
  - First and Last Name of the child
  - First and Last Name of all staff listed on the accident report
  - When listing the facility, specify if the program is Early Head Start or Head Start.
  - When describing the incident you need to be very specific. Include- Who, What, Where, When, How, Abrasions, Bruises, etc.
  - Describe the action taken. This must be more than "provided TLC"
- 5. Cases in which the Area Supervisor AND Health Services Coordinator must be notified:
  - Child's injuries require a visit to a doctor, urgent care, and/or emergency room
  - Infant/Toddler is dropped while being carried by an HS/EHS employee
  - Child experiences a choking incident related to food or environmental material
    - \* If you are not able to reach the Area Supervisor and the Health Services Coordinator, you must notify the HS/EHS Director or the HS/EHS Assistant Director.
    - \* In these cases the Report of Accident needs to be emailed to the Health Services Coordinator and the HS/EHS Director in addition to being attached in ChildPlus.

# Family Gatherings, Group Socials, Policy Council, etc.:

- 6. Accident reports must also be written, for any child, including siblings, when staff is providing supervision or facilitating a parent meeting, socialization, or Policy Council.
- 7. Accident reports must be written even when parents are present when the accident occurs.

# **Emergency Medical Services (911) will be called:**

- When a child is unresponsive
- When indicated in a child's Individual Child Health Plan
- When a child is choking and we are unable to clear the airway