

Summit Head Start 0-5
2020 Supplemental Summer Programs

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I. Summer Program Narrative

On March 13th, 2020, Summit County closed down schools until further notice due to the COVID-19 pandemic. Shortly after, Summit School District (SSD) canceled in person learning for the rest of the school year, per state health and safety recommendations. SSD continued online learning supports for the students and families. However, a large majority of our Head Start slots lost 2.5 months of in person learning, social emotional supports from teachers and therapists, and socialization with their peers. The Summit School District Preschool Program hosts 27 of the 35 Head Start slots in the Summit Head Start 0-5 program.

Enrollment

HS0-5 is proposing to serve 15 Head Start children in the supplemental summer program. Out of the 27 19-20 SSD slots, 16 are transitioning to kindergarten, and 6 children are on IEP's- both priority areas outlined by OHS. After doing a needs assessment with families who meet the priority areas for funding, HS0-5 decided funding 15 slots would be sufficient, 6 of those slots serving children with identified disabilities. HS0-5 foresees that all 15 children being served by HS0-5 with supplemental summer funding would meet one of the two priority areas.

HS0-5 would like to serve these 15 slots throughout our current childcare centers, Summit County Preschool, Lake Dillon Preschool, and Carriage House. If slots were able to be distributed equally throughout sites, they would be able to be in 3 preschool classes, 1 classroom at each site. Realistically, due to current restrictions on group sizes and safety practices, this would deter HS0-5 from successfully integrating 15 additional HS summer slots into current programs. In saying that, the best plan for summer is partnering with SSD to reopen a site for 9-10 weeks of programming. HS0-5 would be accessing the use of two preschool classrooms at one of the existing Head Start sites, likely to be Silverthorne Elementary or Dillon Valley

Elementary due to location and the location preference of the families. With 15 children, HS0-5 is moving forward under the assumption of a limitation on group size of 10, and therefore will require a minimum of two classrooms to meet the developmental and health and safety needs of the staff and participants. During this time HS0-5 will continue to support school readiness and these children's successful transition to kindergarten.

Program Schedule

HS0-5 would set the program up to start either Tuesday June 9th, or Tuesday June 16th dependent on when our community allows and recommends for safe and effective re-opening. The program would run for 2.25 months, through Friday August 14th. The program would run 4 days a week, Tuesday-Friday to mimic the schedule families are already accustomed to in the SSD schedule. Hours would be 8.5 hours a day, from 8:30am-5:00pm allowing our HS0-5 parents and families to continue normal working schedules in order to maintain stable family well-being. This scheduling would give children and families 9-10 weeks of programming, and 35-39 contact days, not including July 3rd, as most centers close for Independence Day weekend. Given that HS0-5 plans to serve 15 children, it would require 2 classrooms to distribute children depending on developmental, physical, and social emotional needs appropriately, not exceeding a group size of 10. HS0-5 anticipates the use of the SSD classrooms and space at no additional cost.

Staffing & Compensation

HS0-5 foresees having to pay for or hire 5 additional summer staff. There is a need for two teachers, or one teacher and a teacher assistant in each classroom, and one staff member available to support coordination of services including child development, health and safety, mental health, food, as well as giving teachers appropriate breaks. One of the staff/teachers

would need to be the on-site director qualified staff, per licensing regulations. HS0-5 will compensate staff fairly for qualifications, taking into consideration the position being short term, summer, and the COVID- 19 pandemic. HS0-5 will follow all requirements and ensure most recommendations from CDC, CDPHE, and CDE.

HS0-5 is allocating \$20 dollars an hour per staff members for a total of 8.5-hour school days, and 35-39 contact days. This cost would be an average of \$6,290 per teacher (8.5 hr. x \$20 x 37 days) or \$31,450 for 5 staff members. HS0-5 will also include 5 hours paid planning a/o additional health & safety efforts weekly per teacher. This would be an average of \$950 a teacher or \$4,750 for 5 teachers (5 teachers x 5 hours x \$20 x average 9.5 weeks). We would not offer benefits to teacher for such a short-term position, but would pay them for PTO holiday on July 3rd, adding an additional \$850 to staff/teacher compensation. In total, cost of personnel would average \$37,050 for the 2.25 months of quality summer programing. Summer participants and families will have full access to a Family Engagement Specialist, Mental Health Consultant, and any family support, resources and events offered program wide.

Meals and Food Service

Regarding food service, HS0-5 will budget for \$10 a day for both child and teacher meals. HS0-5 plans to provide breakfast, lunch and afternoon snack to children and lunch to teachers. Assuming there are 15 children, and 5 teachers, it will be around \$200 daily to provide food services, costing \$7,400 for an average of 37 contact days. We will budget for food services accordingly and may rely on staff support from Early Childhood Options HS0-5 personnel to successfully implement healthy snacks and lunches. HS0-5 plans to use a local catering company to provide this service, or partner with an existing childcare center or summer program

providing meals and snacks within the guidelines of state licensing, CACFP and Head Start requirements.

Cleaning Services

As a precaution, HS0-5 would have the classrooms professionally cleaned nightly in addition to the cleaning and sanitation protocols teachers will follow at drop-off, throughout the day, mealtimes, and pick up times. We estimate around two hours of paid cleaning per night and plan to contract with a company that charges around \$20-30/hour or use SSD custodian staff and pay them a contracted rate for the 2.25 months. Budgeting \$2,500 will cover these services in addition to further cleaning and sanitation supplies needed.

Background Checks

HS0-5 would need to run background checks, including FBI, CBI, Child Abuse check, on the 5 new staff members, which runs \$95 a person for all three, resulting in \$475 to the budget.

Classroom Supplies

HS0-5 allocated \$2,000 to classroom or child supplies to help cover costs of safety masks for all children and staff, gloves, and proper cleaning and sanitation equipment. This amount also allows for the purchase of appropriate classroom supports and materials.

Transportation

HS0-5 does not foresee the need for transportation at this time.

II. Budget Justification

Staff/Teachers:	\$37,050
Food Service:	\$7,400
Cleaning Service/Supplies	\$2,500
Background Checks:	\$475
Classroom/Child supplies	\$2,000
TOTAL:	\$49,425

At this time, we are requesting a waiver for the Non-federal share (NFS) match due to the impact of the COVID-19 pandemic and the affect it is having on our programming.