



Mayor Timothy M. Keller

CITY OF ALBUQUERQUE
Albuquerque, New Mexico
Office of the Mayor

INTER-OFFICE MEMORANDUM

August 20, 2026

TO: Klarissa J. Peña, President, City Council

FROM: Timothy M. Keller, Mayor



SUBJECT: EC Early Head Start Quarterly Report for April 2026 through June 2026

The Department of Youth & Family Services report to the City Council regarding the Early Head Start Program information summaries.

The Early Head Start Quarterly Report covers the time period of April 2026 through June 2026, and includes Program Compliance, Expenditures, Program Information and Updates and the Dissolution of the Committee.

This EHS Quarterly Report was reviewed by the EHS Governance Advisory Committee in accordance with Council Bill No. O-14-16 Enactment No. O-2014-016 during the final quarterly meeting held on August 27, 2026.

Legislation Title: EC Early Head Start Quarterly Report for April 2026 through June 2026.

Approved:

Approved as to Legal Form:

 8/28/26

Dr. Samantha Sengel Date
Chief Administrative Officer

DocuSigned by:
 8/25/2026 | 10:03 AM MDT

1A21D96D32C74EE
Lauren Keefe, JD Date
City Attorney

Recommendation:



7326D2AB0FA94D6
Jess Martinez, Director
Youth & Family Services

8/24/2026 | 4:00 PM MDT

Date

Cover Analysis

1. What is it?

The Early Head Start Quarterly Report covers the time period of April 2026 through June 2026, and includes Program Compliance, Expenditures, Program Information and Updates and the formal Dissolution of the Committee.

2. What will this piece of legislation do?

This piece of legislation will serve as Executive Communication, reporting the status of the Early Head Start Program from April 2026 through June 2026.

3. Why is this project needed?

This Quarterly Report provides Early Head Start Program information summaries to City Council.

4. How much will it cost and what is the funding source?

There are no costs associated with this legislation. The Early Head Start Program is federally funded through the United States Department of Health and Human Services, Administration for Children & Families, Office of Head Start.

5. Is there a revenue source associated with this contract? If so, what level of income is projected?

There is no revenue source associated with this legislation. This legislation is for informational purposes only.

6. What will happen if the project is not approved?

No approval is needed; this Executive Communication is for informational purposes only.

7. Is this service already provided by another entity?

No, Youth & Family Services, Division of Child & Family Development is the sole entity to provide this service on behalf of the City of Albuquerque.

**Early Head Start Quarterly Report to
City Council for
April through June 2026**

I. MAJOR EARLY HEAD START PROGRAM EVENTS:

April, May, and June 2026 Early Head Start Program Highlights

- April all Early Head Start educators participated in a week-long In-Service that covered training topics in early childhood mental health, disabilities, health, nutrition, safety, education, family engagement and instructional learning a support.
- All Early Head Start educators attended the New Mexico Association for the Education of Young Children Annual Conference. The New Mexico Association for the Education of Young Children (NMAEYC) hosts the state's largest annual early childhood education gathering, bringing together over 1,000 educators, caregivers, families, and community leaders for two days of learning, networking, and professional development.
- All Early Head Start centers recognized the National Association for the Education of Young Children "Week of the Young Child". Each April, the National Association for the Education of Young Children (NAEYC) invites educators, families, and communities to come together for the Week of the Young Child, a celebration of early learning, young children, and the adults who support them. Through themed days like Music Monday, Tasty Tuesday, and Artsy Thursday, the Week of the Young Child highlights the critical role of play, creativity, and collaboration in a child's development. It's a time to recognize the importance of high-quality early childhood education and to advocate for the professionals who make it possible.
- This reporting period the Early Head Start Program Governance Advisory convened its quarterly meeting on April 23, 2026; quorum was met.
- This reporting period all Early Head Start children and families along with educators participated in the Division of Child & Family Development's 4th Annual School at the Zoo Day. School at the Zoo Day is a fun, educational event that blends classroom learning with real-world animal experiences through a zoo visit and themed classroom activities.
- In April 2026 the City Administration made the difficult decision to relinquish the Early Head Start grant at the end of FY26. With this relinquishment, the City's early learning services will pivot and expands its State funded New Mexico Pre-K services to serve 3- and 4-year-olds and Preschool services for children ages 3 to 5 years. The grant will officially close out at the end of FY26.
- April through June, the Division of Child & Family Development partnered with Native American Parent Professional Resources (NAPPR) and Youth Development Incorporated (YDI) on scheduling information sessions for our EHS parents and families. These information sessions were offered in efforts of providing the City's EHS children and families direct connections to other local Early Head Start providers and as a strategy to support smooth transitions from our EHS services to theirs, effective July 1, 2026.

ENROLLMENT UPDATE

April, May, and June 2026

- **April 2026:** the total reportable enrollment (actual + withdrawn/dropped in last 30 days) for Early Head Start was **40**.
 - ✓ The City-operated Early Head Start Center-Based enrollment is 35 out of 40.
 - ✓ Home-Based enrollment was 5 out of 24.

- **May 2026:** the total reportable enrollment (actual + withdrawn/dropped in the last 30 days) for Early Head Start was **35**:
 - ✓ The City-operated Early Head Start center-based enrollment was 33 out of 40
 - ✓ Home Based enrollment was 2 out of 24
 - **June 2026:** the total reportable enrollment (actual + withdrawn/dropped in last 30 days) for Early Head Start was: **19**
 - ✓ The City-operated Early Head Start center-based enrollment was 17 out of 40
 - ✓ Home Based enrollment was 2 out of 24
- 1.) Pursuant to Head Start Program Performance Standard (HSPPS) Enrollment 1302.15, vacancies are not reported to the Office of Head Start until the enrollment slot has been vacant for over 30 days.
 - 2.) Recruitment efforts are underway to fill vacant slots. Many families are voicing the need for Center-Based services opposed to Home-Based services, which sheds light on the higher number of vacant slots associated with home visiting services. With the greater need for center-based services, the Division of Child & Family Development leadership has requested guidance from the Office of Head Start Program Specialist on the process for converting (8) home-based slots to an EHS classroom. This redesign of slots will enable the program to increase the number of center-based slots available to prospective families.

II. **GOVERNANCE**

Early Head Start Policy Council – April, May, and June 2026

- A. April Policy Council- quarterly hybrid meeting held
 - The Early Head Start Policy Council reviewed the following:
 - a) **Enrollment**-Total funded enrollment of 64 slots, 40 for center-based and 24 for home based. Total reportable enrollment at **40**.
 - b) **Enrollment Vacancies** – includes 5 vacant slots for the center-based program and 19 vacant slots for home-based. Vacancies are not reported to the Office of Head Start until the enrollment slot has been vacated over 30 days; Head Start Program Performance Standard (HSPPS) Enrollment 1302.15.
 - c) **Enrollment Monthly Summary.**
 - New Enrollment-families (1), children (1), pregnant moms (0), number of children born (0); total new enrollment (1).
 - Total leaving program (5) – children aged out (1), pregnant moms giving birth (0), children leaving before turning 3 (4), pregnant moms leaving before having baby (0).
 - Children up to date on Immunizations (34), children up to date as possible on immunizations (0), children not up to date (1).
 - d) **Eligibility Category** – income eligible (5), Temporary Assistance for Needy Families (TANF) / Supplemental Security Income (SSI) (27), Foster Child (1), Homeless (0). Over income (2), Over 130% (0), Children with Individualized Family Service Plans (IFSPs) (20).
 - e) **Attendance** – Head Start Program Performance Standard (HSPPS) Attendance

1302.16 (b) indicates 85% attendance rate or better for center-based program.

City operated Early Head Start centers classroom attendance rates:

☒ Plaza Feliz 79.23%

☒ School on Wheels 88.03%

☒ Trumbull 82.20%

Overall center-based program attendance totals – 82.02%; total number of absences during the reporting month was 89.

f) **Meal Counts** –Total number of meals served (1,039)

- Breakfast-(333)
- AM Snack- N/A
- Lunch-(396)
- PM Snack-(310)
- Supper- N/A

g) **School Readiness Goals:**

April 2026 - Data was shared with the Leadership team and Head Teachers. Discussion to meet with committee in May to review next steps to update to change the following goals that were met

- 3a, Balance the needs and rights of self and others
- 11c Solves problems
- 5a Notices and discriminates rhyme

h) **Content Areas**

1. Education:

- The Education Specialist provided classroom coverage support for School on Wheels due to short staffing in order to keep the center operational.
- The Education Specialist continued weekly virtual meetings with the lead teachers, to stay connected to the sites, and to provide support services.
- The Education Specialist continued to work on the NAEYC Accreditation renewal process for Plaza Feliz and Trumbull.
- Early Head Start educators participated in Spring In-Service which covered training on the 5R's for Early Learning Programs; How to Read an IFSP; Fostering Positive, Goal Oriented Relationships; Why Do We Do That Anyway; EHS Requirements and Their Purpose; Transitions from Early Head Start, and PDIS Overview for EHS.

2. Support Services (Mental Health and Disabilities):

- The Mental Health and Disabilities Program Coordinator ensured that strength-based collaboration between Early Intervention (EI) agencies continued across the program. Transition meetings were completed for children with Individualized Family Service Plans (IFSPs) in collaboration with EI agencies to ensure continuity of services.
- The Mental Health and Disabilities Program Coordinator presented during the Early Head Start spring training. The Mental Health and Disabilities Program Coordinator presented to center and administration staff on "How to Read IFSPs" focusing on dissecting the most integral parts of an IFSP and how this benefits staff and families.
- During this reporting period, Mental Health and Disabilities Program Coordinator provided coverage/ direct support to the toddler room at Plaza Feliz on multiple

occasions. Coverage includes but is not limited to, starting work day at center, moving through the classroom schedule with the staff, supporting classroom and children needs, implementing curriculum, and executing daily duties.

- Mental Health and Disabilities Program Coordinator co-facilitated the Health, Mental Health Service Advisory Committee (HMHSAC) with the Health, Nutrition & Safety Program Coordinator. Per Early Head Start guide lines every Early Head Start are required to establish and maintain a HMHSAC to support children's healthy development.
- Mental Health and Disabilities Program Coordinator attended the METRO Transition meeting facilitated and attended by members of Part C and Part B entities. This meeting ensures that transition of children and families is smooth and consistent through all entities while sharing important programmatic updates.
- Monthly meeting with the Small Steps mental health consultant supported home-based visitors. This partnership strengthens staff capacity to promote children's social-emotional growth across the home visiting program option.

3. Health/Nutrition:

- The Health, Nutrition, and Safety Coordinator conducted monthly on-site visits to all three EHS centers in April, functioning as the program's primary quality assurance mechanism for health and safety compliance. These visits produced real-time identification of concerns, immediate staff coaching, and documented verification that program practices met
- federal Head Start Performance Standards — ensuring that no compliance gap persisted unaddressed into the May reporting period.
- Height and weight screenings (due within 45 days of enrollment) were completed for nearly all enrolled center-based children in April, with only isolated gaps at Trumbull (2 of 6 missing). The Health Coordinator's plan of correction included utilizing WIC appointments and well-child check visits as alternative completion opportunities, reducing the logistical burden on families and leveraging health appointments they were already attending.
- Vision screenings showed minor gaps at Trumbull (3 of 6 missing) and School on Wheels (1 of 13 missing) in April. The program's partnership with Part C agencies and UNM College of Nursing provided a critical resource for children who were difficult to screen in a center setting, ensuring that vision concerns were not left undetected due to behavioral factors alone.
- Hearing screenings represented minor gaps in April, with 1 missing at School on Wheels and 3 at Trumbull. Documented barriers included children refusing to stay still or crying during the screening process and family absences on scheduled screening dates — challenges inherent to screening very young children that require adaptive strategies rather than simple compliance enforcement.
- Home-based 45-day screening completion showed better results than center-based in April, with 1 of 5 children missing all four screening categories. A plan to train home visitors to conduct screenings directly during home visits was initiated, creating a structural solution that embeds health screening into the existing service model.

- In the 90-day category, dental exam completion was the most significant challenge in April. Plaza Feliz carried 10 of 15 dental exams missing, School on Wheels carried 7 of 12, Trumbull carried 4 of 5, and home-based carried 4 of 4 eligible children without dental completion. The structural driver is that many children do not have an established dental home when they become eligible for dental exams at 12 months of age. The Health Coordinator responded with individualized family referrals to local pediatric dentists for all children identified as lacking a dental home. Follow-up with the families was also done in the time period.
- Medical exam completion in April varied significantly by site: Plaza Feliz carried 5 of 15 missing, School on Wheels 1 of 12, Trumbull 1 of 5, and home-based 2 of 5. A recurring barrier was primary care provider resistance to transmitting records despite signed family releases, requiring the program to pursue hard copies directly from families and providers.
- Hemoglobin and lead screening completion was significantly below target in April across all sites. Trumbull carried 5 of 5 children missing hemoglobin and 4 of 5 missing lead. Home-based carried 3 of 4 missing hemoglobin and 3 of 4 missing lead. The shared barrier was provider resistance to transmitting results even when families had signed releases. The Health Coordinator developed a plan to partner with UNM nursing students to conduct both screenings on-site — an approach that would eliminate provider dependence as a variable entirely.
- Nutritional Assessments were completed for all enrolled children at all three center-based sites and home-based in April, reflecting full classroom-level compliance.
- All CACFP compliance indicators were met in full in April except the menu record books were not completed daily. Food portions and nutritional components were correct, Family Style Dining was practiced consistently, and the Health and Nutrition Coordinator conducted a monthly on-site review. All center safety practices were maintained in full — fire drills were completed, detectors and extinguishers were inspected, and Safety and SDS binders were current at all sites.
- First Aid/CPR/AED certification and recertification staff training specific to Health, Nutrition, and Safety was documented in the April reporting period.

4. Family and Community Partnerships:

- One Family Strength and Needs Assessment remained pending at Trumbull in March for a newly enrolled child, with all other center-based and home-based caseloads maintaining 100% completion.
- Parenting curriculum participation reached its quarterly peak in March, with Plaza Feliz families completing 127 videos across 14 participating families and School on Wheels completing 121 videos across 13 participating families — more than doubling the January completion counts at both sites.

- The PFCE Specialist developed a new streamlined In-Kind tracking form in March to reduce documentation burden on staff while improving data accuracy, and In-Kind contributions for the month totaled \$34,126.11 across all five caseloads.

i) **Budget** - Financial Statements Provided to Policy Council Members:

- Federal Grant-year to date (YTD) expenditures \$1,044,40.54.
- Training/Technical Assistance-(T/TA)-year-to-date expenditures \$1,152.00
- City Match-year to date (YTD) expenditures: \$43,754.00

P-Card Expenditures-

Amazon	\$1,079.87	Supplies for Classroom Operations
Total P-Card Purchases: \$1,079.87		

A. May Policy Council-No Quarterly Meeting Scheduled

- May 2026 – Informational Packets sent to Policy Council Members
 - a) **Enrollment-** Total funded enrollment of 64 slots, 40 for center-based and 24 for home based. Total reportable enrollment for this reporting period was **35**.
 - b) **Enrollment Vacancies** – includes 7 vacant slots for the center-based program and 22 vacant slots for home-based. Vacancies are not reported to the Office of Head Start until the enrollment slot has been vacated over 30 days; Head Start Program Performance Standard (HSPPS) Enrollment 1302.15.
 - c) **Enrollment Monthly Summary.**
 - New Enrollments-families (0), children (0), pregnant moms (0), number of children born (0); total new enrollment (0).
 - Total leaving program (16) – children aged out (7), pregnant moms giving birth (0), children leaving before turning 3 (9), pregnant moms leaving before having baby (0).
 - Immunizations: Children up to date on Immunizations (18), children up to date as possible on immunizations (0), children not up to date (1).
 - d) **Eligibility Category** – income eligible (2), TANF/SSI (16), Foster Child (0), Homeless (0). Over income (1), Over 130% (0), Children w/IFSPs (11).
 - e) **Attendance** – Head Start Program Performance Standard (HSPPS) Attendance 1302.16 (b) indicates 85% attendance rate or better for center-based program.
City operated Early Head Start centers classroom attendance rates:
 - ☒ Plaza Feliz 74.07%
 - ☒ School on Wheels 67.72%
 - ☒ Trumbull 81.11%

Overall center-based program attendance totals – 73.17%; total number of absences - 110.
 - f) **Meal Counts** –Total number of meals served (829)
 - Breakfast-(270)
 - AM Snack- N/A
 - Lunch-(296)

- PM Snack-(263)
- Supper- N/A

g) **School Readiness Goals:**

A decline in objective 3b Solving Social problems, the School Readiness Committee looked at training to help support teachers in their teaching methods with in the classroom to help foster growth and development in this area. This support will translate to their FY27 work with our NM Pre-K and Preschool programs and services.

h) **Content Areas**

1. Education:

- The Education Specialist concluded coverage support for School on Wheels, which had been implemented due to staffing shortages.
- The Education Specialist met with Head Teachers and the Education Program Manager to review inventory procedures and ensure alignment with Office of Head Start requirements.
- All teaching staff were provided with dedicated time to receive inventory-related information, and a follow-up meeting was held one week later to address questions and provide clarification.
- Teachers then began conducting inventory while continuing to provide services to children and families.
- The Education Specialist collaborated with other Content Specialists to initiate the inventory process at other closed EHS sites.

2. Support Services (Mental Health and Disabilities):

- The Mental Health and Disabilities Program Coordinator ensured that strength-based collaboration between Early Intervention (EI) agencies continued across the program. Transition meetings were completed for children with Individualized Family Service Plans (IFSPs) in collaboration with EI agencies to ensure continuity of services.
- During this reporting period, Mental Health and Disabilities Program Coordinator completed Early Head Start inventory at closed sites. Inventory includes but is not limited to, starting work day at center, collaborating with other content specialists, cleaning and organizing classrooms, throwing away damaged and unusable toys and materials, and input inventory items into the Inventory Tracker.
- Mental Health and Disabilities Program Coordinator attended Re-structuring meetings with the program associate director and program manager.
- Monthly meeting with the Small Steps mental health consultant supported home-based visitors. This partnership strengthens staff capacity to promote children's social-emotional growth across the home visiting program option.

3. Health/Nutrition:

- The Health, Nutrition, and Safety Coordinator conducted monthly on-site visits to all three EHS centers in May, functioning as the program's primary quality assurance mechanism for health and safety compliance. These visits produced real-time identification of concerns, immediate staff coaching, and documented verification that program practices met federal Head Start Performance Standards — ensuring that no compliance gap persisted unaddressed into the June reporting period.

- Height and weight screenings (due within 45 days of enrollment) were completed for nearly all enrolled center-based children in May, with only isolated gaps at Plaza Feliz (1 of 14 missing). The Health Coordinator's plan of correction included utilizing WIC appointments and well-child check visits as alternative completion opportunities, reducing the logistical burden on families and leveraging health appointments they were already attending.
- Vision screenings showed minor gaps at Trumbull (2 of 6 missing), School on Wheels (1 of 13 missing) and Plaza Feliz (1 of 14) in May. The program's partnership with the Lion's Club and UNM College of Nursing provided a critical resource for children who were difficult to screen in a center setting, ensuring that vision concerns were not left undetected due to behavioral factors alone.
- Hearing screenings also showed minor gaps at center-based sites in May, with 1 missing at Plaza Feliz, 1 at School on Wheels, and 2 at Trumbull. Documented barriers included children refusing to stay still or crying during the screening process and family absences on scheduled screening dates — challenges inherent to screening very young children that require adaptive strategies rather than simple compliance enforcement.
- Home-based 45-day screening completion showed better results than center-based in May, with all four screening categories completed.
- In the 90-day category, dental exam completion continues to be the most significant challenge in May. Plaza Feliz carried 8 of 13 dental exams missing, School on Wheels carried 7 of 13, Trumbull carried 3 of 5, and home-based carried 1 of 2 eligible children without dental completion. A recurring barrier was dental provider resistance to transmitting records despite signed family releases, requiring the program to pursue hard copies directly from families and providers. The Health Coordinator responded with follow-up with the families getting hard copies of dental exams.
- Medical exam completion in May varied significantly by site: Plaza Feliz carried 5 of 13 missing, School on Wheels 1 of 13, Trumbull 1 of 5, and home-based 0 of 2. A recurring barrier was primary care provider resistance to transmitting records despite signed family releases, requiring the program to pursue hard copies directly from families and providers.
- Hemoglobin and lead screening continue to be significantly below target in May across all sites. Trumbull carried 4 of 5 children missing hemoglobin and 3 of 5 missing lead. Plaza Feliz carried 7 of 13 children missing in both categories. School on Wheels carried 6 of 13 children missing hemoglobin and 8 of 13 missing lead. The shared barrier was provider resistance to transmitting results even when families had signed releases. The Health Coordinator developed a plan to partner with UNM nursing students to conduct both screenings on-site — an

- approach that would eliminate provider dependence as a variable entirely.
- Nutritional Assessments were completed for all enrolled children at all three center-based sites and home-based in May, reflecting full classroom-level compliance.
- All CACFP compliance indicators were met in full in May except the menu record books were not completed daily at Point of Service. Food portions and nutritional components were correct, Family Style Dining was practiced consistently, and the Health and Nutrition Coordinator conducted a monthly on-site review. All center safety practices were maintained in full — fire drills were completed, detectors and extinguishers were inspected, and Safety and SDS binders were current at all sites.
- No staff training specific to Health, Nutrition, and Safety was documented in the May reporting period.

4. Family and Community Partnerships:

- Family Strength and Needs Assessments remained at 100% completion across all center-based and home-based caseloads in April for the fourth consecutive month.
- Parenting curriculum completions grew in April, with Plaza Feliz families completing 128 videos, School on Wheels completing 121 videos, and Trumbull completing 61 videos, reflecting the PFCE Specialist's sustained promotion of the curriculum across all sites.
- Home-based socializations in April included a Playtime-Themed Storytime on April 2nd and 4th Annual "School at the Zoo Day" April 24th.
- In-Kind contributions reached \$27,926.50 — Trumbull generating \$9,578.05, and advance flyer distribution via Tadpoles added as a new strategy to increase parent meeting attendance.
- The S.M.I.L.L.E. initiative was active at all three center-based sites in April, with planting projects at Plaza Feliz, creating a pot of gold art activity at School on Wheels, and playdoh mold making craft at Trumbull.

i) Budget – Financial statements provided to Policy Council Members:

- Federal Grant – year to date (YTD) expenditures \$1,190,305.50
- Training/Technical Assistance (T/TA) – year to date expenditures \$1,152.00
- City Match – year to date expenditures \$1,436.79

P-Card Expenditures-

Amazon	\$131.09	Length of Service Gift
Michaels	\$57.45	Staff Activity
Red Cross	\$84.00	First Aid Training
NAEYC	\$700.00	Center Accreditation

Total P-Card Purchases: \$972.54

B. June Policy Council—No Quarterly Meeting Scheduled

- June 2026 – Informational Packets provided to all Policy Council Members:
 - a) **Enrollment-** Total funded enrollment of 64 slots, 40 for center-based and 24 for

home based. Total reportable enrollment at 19; center-based 17, and home-based 2.

- b) **Enrollment Vacancies** – includes 23 vacant slots for the center-based program and 22 vacant slots for home-based. Vacancies are not reported to the Office of Head Start until the enrollment slot has been vacated over 30 days; Head Start Program Performance Standard (HSPPS) Enrollment 1302.15.
- c) **Enrollment Monthly Summary.**
 - New Enrollments- families (0), children (0), pregnant moms (0), number of children born (0); total new enrollment (0).
 - Total leaving program (12) – children aged out (2), pregnant moms giving birth (0), children leaving before turning 3 (10), pregnant moms leaving before having baby (0).
 - Immunizations: Children up to date on Immunizations (6), children up to date as possible on immunizations (0), children not up to date (1).
- d) **Eligibility Category** – income eligible (6), TANF/SSI (6), Foster Child (0), Homeless (0). Over income (0), Over 130% (1), Children w/IFSPs (3).
- e) **Attendance** – Head Start Program Performance Standard (HSPPS) Attendance 1302.16 (b) indicates 85% attendance rate or better for center-based program. City operated Early Head Start centers classroom attendance rates:
 - ☒ Plaza Feliz- 50.47%
 - ☒ School on Wheels- 65.00%
 - ☒ Trumbull- 100%

Overall center-based program attendance totals – 59.34%; total number of absences - 74.

- f) **Meal Counts** –Total number of meals served (291)
 - Breakfast-(101)
 - AM Snack- N/A
 - Lunch-(104)
 - PM Snack-(86)
 - Supper- N/A
- g) **School Readiness Goals**

The Education Specialist was unable to meet with the School Readiness Goals Committee due to the focus on the relinquishment of the EHS grant process.
- h) **Content Areas**
 - 1. **Education:**
 - The Education Specialist provided support for teaching staff to work through the inventory process while still ensuring the program provided care to the children present.
 - The Education Specialist worked with the School on Wheels Head Teacher to ensure the Corrective Action Plan in response to the site's allegation was completed with finding adequately addressed.
 - Education Specialist held 1:1 meetings with the site leads to keep communication a priority throughout the relinquishment process.

2. Support Services (Mental Health and Disabilities)

- The Mental Health and Disabilities Program Coordinator began transitioning content work to coincide with the merger into preschool/pre-k program. Attended a transition meeting for a family with the 3-5 education specialists, both program managers, and the parent as an observer and future facilitator.
- During this reporting period, Mental Health and Disabilities Program Coordinator completed Early Head Start inventory at closed sites. Inventory includes but is not limited to, starting work day at center, collaborating with other content specialists, cleaning and organizing classrooms, throwing away damaged and unusable toys and materials, and input inventory items into the Inventory Tracker.
- Mental Health and Disabilities Program Coordinator attended re-structuring meetings with the program associate director and program manager.
- Mental Health and Disabilities Program Coordinator facilitated a 'subcommittee' meeting with all of the education specialists and program managers to discuss job duties merging into the preschool/pre-k program.
- Monthly meeting with the Small Steps mental health consultant supported the home-based visitor and mental health & disabilities program coordinator. This partnership strengthens staff capacity to promote children's social-emotional growth across the home visiting program option.

3. Health/Nutrition:

- The Health, Nutrition, and Safety Coordinator conducted monthly on-site visits to all three EHS centers in June, functioning as the program's primary quality assurance mechanism for health and safety compliance. These visits produced real-time identification of concerns, immediate staff coaching, and documented verification that program practices met federal Head Start Performance Standards.
- Height and weight screenings (due within 45 days of enrollment) were completed for nearly all enrolled center-based children in June, with only isolated gaps at Plaza Feliz (1 of 7 missing). The Health Coordinator's plan of correction included utilizing WIC appointments and well-child check visits as alternative completion opportunities, reducing the logistical burden on families and leveraging health appointments they were already attending.
- Vision screenings showed gaps at Trumbull (2 of 3 missing), School on Wheels (1 of 7 missing) and Plaza Feliz (1 of 7 missing) in June. The program's partnership with the Lion's Club and UNM College of Nursing provided a critical resource for children who were absent during screening days. difficult to screen in a center setting, ensuring that vision concerns were not left undetected due to behavioral factors alone.
- Hearing screenings also showed gaps at Trumbull (2 of 3 missing), School on Wheels (1 of 7 missing) and Plaza Feliz (1 of 7 missing) in June. The program's partnership with Part C agencies and UNM College of Nursing provided a critical resource for children who were difficult to screen in a center setting, ensuring that hearing concerns were not left undetected due to behavioral factors alone.
- Home-based 45-day screening completion showed completed results than center-based in June, with all four screening categories completed.

- Dental exam completion improved in June. Plaza Feliz carried 4 of 6 dental exams missing, School on Wheels carried 3 of 7, Trumbull carried 3 of 3, and home-based carried 1 of 2 eligible children without dental completion. A recurring barrier was dental provider resistance to transmitting records despite signed family releases, requiring the program to pursue hard copies directly from families and providers. The Health Coordinator responded with follow-up with the families getting hard copies of dental exams.
- Medical exam completion in June improved significantly with all 3 sites and home-based. It was completed in full throughout the board.
- Hemoglobin and lead screening showed a significant gap decrease in June across all sites. Trumbull carried 2 of 3 children missing in both categories. Plaza Feliz carried 1 of 6 children missing in both categories. School on Wheels carried 4 of 7 children missing in both categories. Home-based carried 1 of 2 children missing in both categories. The shared barrier was provider resistance to transmitting results even when families had signed releases. The Health Coordinator contacted families to remind them to bring hard copies of screening results.
- Nutritional Assessments were completed for all enrolled children at all three center-based sites and home-based in June, reflecting full classroom-level compliance.
- All CACFP compliance indicators were met in full in June except the menu record books were not completed daily at Point of Service. Food portions and nutritional components were correct, Family Style Dining was practiced consistently, and the Health and Nutrition Coordinator conducted a monthly on-site review. All center safety practices were maintained in full — fire drills were completed, detectors and extinguishers were inspected, and Safety and SDS binders were current at all sites.
- No staff training specific to Health, Nutrition, and Safety was documented in the June reporting period.

4. Family and Community Partnerships:

- Family Strength and Needs Assessments remained at 100% completion across all center-based and home-based caseloads in May for the fourth consecutive month.
- Parenting curriculum completions grew in May, with Plaza Feliz families completing 74 videos, School on Wheels completing 92 videos, and Trumbull maintaining 58 videos, reflecting the PFCE Specialist's sustained promotion of the curriculum across all sites.
- Home-based socializations in
- In-Kind contributions reached \$14,745.62 in May — Trumbull generated \$7,355.64 and advance flyer distribution via Tadpoles added as a new strategy to increase parent meeting attendance.

5. Budget - Financial statements provided to Policy Council Members:

- Federal Grant-year to date (YTD) expenditures \$1,190,305.50
- Training/Technical Assistance-(T/TA)-year-to-date expenditures

- \$1,125.00
- City Match Funding (YTD) expenditures \$1,436.79

P-Card Expenditures-

Amazon	\$307.56	Inventory Supplies
Walmart	\$69.96	Retirement Party Supplies
Total P-Card Purchases: \$377.52		