College Station Independent School District

*Success...each **life**...each **day**...each **hour***

MEMORANDUM

To:	Mike Martindale, Superintendent
From:	Dr. Penny Tramel, Chief Academic Officer
Date:	February 9, 2022
Subject:	Approval of Birth-to-Five Head Start Grant Submission and Eligibility Criteria
Agenda Item:	H-2

BACKGROUND

The Birth-to-Five Head Start Policy Council approved the Birth-to-Five Head Start Continuation Grant at the February 8, 2022 Policy Council Meeting and the updated Eligibility Criteria for program acceptance at the January 11, 2022 Policy Council meeting. The Policy Council and the Governing Body (Board of Trustees) have to approve the submission of the continuation of our grant each year, as well as the eligibility criteria. The updated eligibility criteria was approved for the birth to three year old children (Early Head Start) and for the three to four year old children (Head Start). Applications will be distributed this spring and returned to the Head Start Office for review to determine which families meet the eligibility criteria. Each child's application is ranked according to Eligibility Ranking Criteria to establish a level of need for program services. The attached ranking sheets are used to determine the final number of points for each applicant.

RECOMMENDATION

It is recommended that the CSISD Board of Trustees approve the 2022 grant continuation submission and eligibility criteria ranking forms for the College Station Independent School District Birth-to-Five Head Start Program. A signature page will be provided at the meeting for the approval of this request.

PENNY TRAMEL, Ed.D.
Chief Academic Officer

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Mike Martindale
Superintendent of Schools