



# Coleman Head Start Newsletter

February, 2018

By Jennifer Fowler , CDS

## Stay Healthy During the Winter Months

With the cold weather here this means that you or your child may become sick at some point. One of the most effective ways to prevent the spread of germs and stay healthy is by washing your hands frequently throughout the day. The Centers for Disease Control and Prevention (CDC) suggest following these guidelines for effective hand washing:

- Wet your hands with clean running water and apply soap. Use warm water if it is available.
- Rub hands together to make a lather and scrub all surfaces.
- Continue rubbing hands for 15-20 seconds.
- Rinse hands well under running water.
- Dry your hands using a paper towel or air dryer.

If soap and water aren't available, the CDC suggests using an alcohol-based hand sanitizer to kill germs. However, hand sanitizers should not be used to replace the practice of hand washing. Germs are often spread by touching contaminated surfaces and then transferring the organisms to your mouth, nose or eyes. So avoid putting your hands in your face.

Try to keep a sick child out of the kitchen because germs can be spread to eating surfaces when kids cough, sneeze, and rub their hands on them. This can make the rest of the family vulnerable to getting sick.

## Reminders

Please make sure that children are coming to school each day with labeled weather appropriate clothing (jacket, hat, mittens, snow pants, and boots). Please note that the classrooms try to go outside each day weather permitting.

## Thank You:

Classroom teachers would like to thank all families that have graciously donated items to their child's classroom over the past months. Many families have donated classroom materials, extra clothes, went on field trips and volunteered in the classroom. We thank you for your continuous support!

## Family Advocate News

By Joseline Couto

### Greeting to all my parents and children:

Let talk a little bit about February National Children's Dental Health. It is an important concept to encourage children to develop.

There are a lot of books that you can read with your child to teach children about their teeth and the importance of brushing; for example, Arthur's Tooth by Marc Brown and The Tooth Fairy by Kirsten Hall. There more books that you can look at the library, also activities in the web side DLTK's Crafts for Kids.

If you have referral for your child to go to the dentist, don't forget to make an appointment. Your child dental health is important to us. If you need help, I'm more tan welcome to assist you for. Thank you, and enjoy this month of International Friendship.

Saludos a todos mis padres y ninos:

Voy a hablarles un poquito sobre la celebracion de la Salud Dental de los ninos en febrero. Es un concepto que debemos estimular su desarrollo.

Hay una variedad de libros que pueden compartir con sus ninos(as) para enseñarles sobre los dientes y como cepilarse los dientes apropiadamente; por ejemplo, Arthur's Tooth by Marc Brown, y The Tooth Fairy by Kirsten Hall. Pueden buscar mas libros en la biblioteca o ir al web side DLTK's Crafts para nino(as)..

Si su nino(a) tiene un referido al dentista, no olvide hacer su cita. La salud dental de su nino (a) es importante para nosotros. Si necesita ayuda estoy mas que dispuesta en ayudarles. Gracias, y disfrute este mes de la Amistad Internacional.

## Family Advocate News

By Migdalia Vega

Dear parent,

Thank You for participating at the parents' meeting.  
**Also, thank you to Jasmine Melendez for donating toys.**

Congratulation to: Migdalia Roman for winning the heart shaped crystal bowl and Angela Hudson for winning the Valentine hanging decor.

Your Family Advocate, Migdalia Vega, (386) 774-0423



### Financial Tips

#### Financial Recovery

It's a new year!!!! Let's get started on the right foot, enjoy it and feel organized from the beginning. I would like to share some options with you to help you recover from the Holidays and avoid financial stress. Remember, you have the chance to check your credit report for free once a year. Check your free credit report and see how you are doing on your credit score by following the link below. Checking your credit report can be helpful if you plan this year to buy a new car, buy a home, or plan a family vacation.

<https://www.freecreditreport.com>

There are many different tools you can use to document your budget. Several budget tools are listed below.

#### Expense Envelope System

Although it is safer to pay bills online or by check, this tool is useful if you decide you still want to pay your bills in cash each month label and envelope for each expense category (rent, gas, food) and write the amount and due date under the label. Keep the envelopes in a very safe place until you make the payment. This way you will not be tempted to spend the money on something else.

#### Computer Spreadsheet System

If you can have access to a personal computer, you can create your own spreadsheet with columns for income sources, income dates, expenses, and expenses due dates. At the end of the income and expenses column, enter the formula to total each column.

Free personal finance tools are also available online and on smart phones. It is important to enter transactions frequently to track your financial position.

#### Budget Box System

The budget box is a small box with dividers for each month, with one divider for each day of the month. When you receive a bill, check the due date and place it behind the divider that represents the bill's due date. As you receive income, pay your bills right away so you will not be tempted to spend the money on something else.

#### Monthly Payment Schedule or Calendar

These tools let you record in advance when you will receive income and when bills are due. Write the amount of your net pay on the calendar date you will receive it. Do the same with your basic necessities and high priority expenses so you can ensure that the funds are available to pay these expenses on time. Each month, cross out the expenses listed on your calendar as you pay them. This ensures the payment has not been forgotten.

Queridos Padres,

Muchas Gracias **por participar en la reunión de padres. Además, gracias a Jasmine Melendez por donar juguetes.**

Felicidades a: Migdalia Roman por ganarse una base de cristal en forma de corazón y Angela Hudson por ganarse la decoración de San Valentín.

Su Representante de Familias,  
Migdalia Vega, (386) 774-0423



## Policy Council UPDATE

### January 2018

The January Policy Council Meeting was held on Thursday, Jan. 25<sup>th</sup> at Lake Sumter State College in Leesburg. Twelve policy council members, including MFCS Board Liaison, Evone Jackson, were present. Eight staff members were present.

Heidi Rand, Director of Early Learning Programs, stated that the Head Start budget information indicates no concerns.

Jeff Heyne, Quality Assurance Manager reported the overall attendance percentage for last month was 84.91%.

The following reports were approved: *Budget, Credit Cards, Enrollment/Attendance, Meals and Snacks, Service Areas and Centers.* Parent Activity requests for Brooksville/Hernando and Coleman were approved. New hires for the following positions were approved:

Hernando: Teacher in Brooksville/Hernando ; Hernando: Substitute Teacher ; Hernando: Teacher in Spring Hill; Volusia: Extended day staff at Oakridge center ; Volusia: Substitute at Jo Sheppard ; Volusia: EHS Teacher at Malloy; Volusia: Family Advocate at Port Orange center ; Volusia: Center Aide in Volusia County ; Volusia: Teacher Assistant at EVEC ; Volusia: Teacher Assistant at Blue Lake ; Volusia: Nutrition Services Coordinator in Volusia County

Amy Thomas, Deputy Director of Children's Services, presented the Disability Services Policy and Procedures which were amended to reference the Early Head Start children. Jeff Heyne led a review of the new Selection Policy and Procedures and spoke about the Project Spotlight Policy and Procedures. A project spotlight ensures that all identified needs are met before a child is placed in a classroom. Every department signs off stating that the child is ready to start. Lastly, Heidi Rand presented the Impasse Procedure. The procedure is established to resolve any internal disputes.

Amy Thomas presented the updated School Readiness Goals. The updates include the addition of Language and Literacy Development, to support our ESL (English as a second language) children. A Spanish version of the goal sheet is available.

Amy Thomas conducted training on the Second Step Curriculum. This curriculum teaches children how to explain their emotions, control their behavior, listen, pay attention and get along with others. One of our classrooms is featured in the Second Step marketing video. Our Head Start classrooms have a weekly lesson from Second Step.

Heidi Rand facilitated eligibility training. The training included a review of eligibility types, the eligibility verification process, being sensitive to families and disciplinary action for unacceptable conduct from staff.

Carol Coffie, Deputy Director of Program Services, presented a PowerPoint on the Community Wide Strategic Plan and Needs Assessment. The review included the purpose of and process for conducting the assessment, assessment highlights and a summary of the assessment recommendations.

The top 3 needs identified by parents are Child Care, Employment and Housing. The top 3 needs of families identified by community partners are Housing, Employment and Medical Care.

The grant application for Early Head Start funding was reviewed by the council.

New EHS Classrooms will be opening soon at the Malloy site in DeLeon Springs, Hernando site in Brooksville and Chisholm site in New Smyrna.

The federal review is scheduled for the week of February 12th. Several guests will be visiting sites during this week.

The next meeting is scheduled for Thursday, February 22nd at 10am and will be conducted via video conference. Members will meet in the conference room at the administrative office in their county.



*Mid Florida Community Services, Incorporated  
Coleman, Head Start  
Parent Meeting Minutes  
1/30/18*

1 Parent Committee Vice Chair:

- Ice Breaker Game: Shape game
- Did Pledge of Allegiance: Everyone
- January parent's meeting minutes in February's March's Newsletter

2 New Business

- Policy Council Report by Sheila Ramos
- Family Engagement Activity - Jennifer Fowler
- 15 parents voted for a new Chairperson: Naomi Sanchez
- Parent Activity details (How to prepare quick & inexpensive meals) - Wednesday 02/28/18 @ 11:00am. at the portable. Participants will receive a recipe book.

3. Important Dates:

- No School: Monday 02/19/18 (Presidents' Day holiday).
- Next Parent Meeting: Tuesday 02/27/18 @ 2:15pm.
- Spring Fling Thursday 03/08/18 @ 10:30am.

4. Service Area Reports:

- CDS - Jennifer Fowler, encouraged the parents to do Galileo entries, she also talked about highest attendance classrooms for January. Also, beautifying Coleman this Saturday and she asked for volunteers. They cannot bring children. Updated on Federal Review and opening of Early Head Start classrooms.
- Teachers: Teachers are doing VPK assessments; teaching sensory activities, city and farm, animals, letters and shapes.
- Family Advocate (Migdalia Vega): thanked Jasmine Melendez for donating toys. Asked parents their feedback re: the guest speakers they would like to be invite to their meetings. Reminder: Please state the reason why child is not attending school when leaving messages about child not attending school; Furthermore, Money Smart Tips information in Parents' Newsletter.

5 Guest Speaker: Kelly Clark from Career Source of Flagler and Volusia County

6 Announcements / Questions / Comments

7 Migdalia (FA) raffled a heart shaped crystal bowl winner: Migdalia Roman and a Valentine hanging decor; winner: Angela Hudson.

- 15 parents attended
- Meeting adjourned at 3:10pm.



☺ **February 13**—family engagement

☺ **February 19**—No school

☺ **February 27**—Parent Meeting





## Inside Story of Classroom 1

By. Mrs. Keyla Rivera & Ms. Nichole Means

Dear families, in the month of February we will be learning about the following themes: Down on the Farm, All Shapes and Sizes, Clothes for My Body, and Hats on my Head. We will be sending home activities to reinforce learning and help build our word wall.

In Second Step will be discussing top-

ics such as Fair Ways to Play, Having Fun with Friends, Inviting to Play, Joining In with Play, and Saying the problem. These topics are introduced weekly followed by activities to enhance the lessons. We want to continue encouraging these social skills in our classroom and ask that you continue to encourage

them at home as well.

We want to thank you for all that you do and for being supportive. Teachers will be scheduling home visits this month to discuss your child's progress and all the wonderful things that are happening in our classroom!

## Inside Story of Classroom 2

By. Mrs. Mabel & Ms. Katie

Dear Parents: The past month on class we learned about the animals their habitats, their characteristics, what they eat, how much they grow and reproduce. We are still working with numbers, colors and the letters of their names. Using different draw-

ing the kids created stories about animals to develop creativity and imagination. On the

circle time we talked about managing emotions. Thank you all for your continuous support.



## Inside Story of Classroom 3

By. Mrs. Rivas & Ms. Milena

Dear Parents:

January was a month of amazing things! Students learned about the city, transportation and residencies. Students integrated these concepts with the practice of learning skills in the areas of Early Math, Logic and Reasoning, Social- Emotional, Language, etc. With Second Step Curriculum, we learned about strong feel-

ings and how is the best way to manage its. Also, we had a great Parent Engagement Activity in which children did snow! In February we will going to make activities around the themes of shapes, sizes and clothes. Thanks so much for all your help and I know February is going to be a marvelous month, too!

## Inside Story of Classroom 4

By. Mrs. Blanca Maldonado & Ms. Margarita Montes

The first month of the New Year has been one of great change in all of the children. They are developing socially and physically, asking many challenging questions that we enjoy exploring the answers to. We also had a great time on our field trip to see manatees at Blue Springs. Thank you to all of the volunteers who helped us.

February is a short month, but full of history and concepts which

will be reinforced through our learning activities.

At school this month we will:

- \* learning about Construction Zone, shapes, sizes, and farm.
- \* learn about the importance of sharing, giving, loving, and friendship.
- \* introduce Afro American Culture Awareness.

\* Please schedule a time and date with your child's teacher so we may schedule our home visits.