

Annual Head Start Training
Tuesday, September 30, 2025 5:00 PM

Dr. Matthew Prophet Education Center
501 N. Dixon St.
Portland, OR 97227

Agenda

1. Call to Order / Introductions
2. Annual Head Start Training
3. Adjourn

Early Learners & Head Start Annual School Board Training



PORTLAND
Public Schools

September 30, 2025

Presentation Overview

AGENDA

I. PreK Program Overview

- A. Framing + Purpose
- B. Program Overview
- C. Funding Overview
- D. Program by the Numbers

II. Head Start Board Training

- A. Governance Structures
- B. Roles & Responsibilities
- C. Modes of Communication
- D. Continuous Improvement

PRESENTERS

Dr. Emily Glasgow, Sr. Director PK-5 Academics

Dana Stiles, Director of Early Learners



Framing + Purpose

The School Board has a unique role with Early Learners

- Federal standards (Head Start) requires board oversight for compliance with federal laws and regulations. This includes approval of program policies, activities, and fiscal changes.
- We have an Early Learners Board Liaison to engage directly with program leadership. Thank you, Director Sullivan!

This meeting serves as our Annual Governing Board Training





Early Learners PreK Program Overview

PPS PreK Program Scope

Students:

- PreK students are 3-5 years old
- Capacity to serve 910 students

Classrooms:

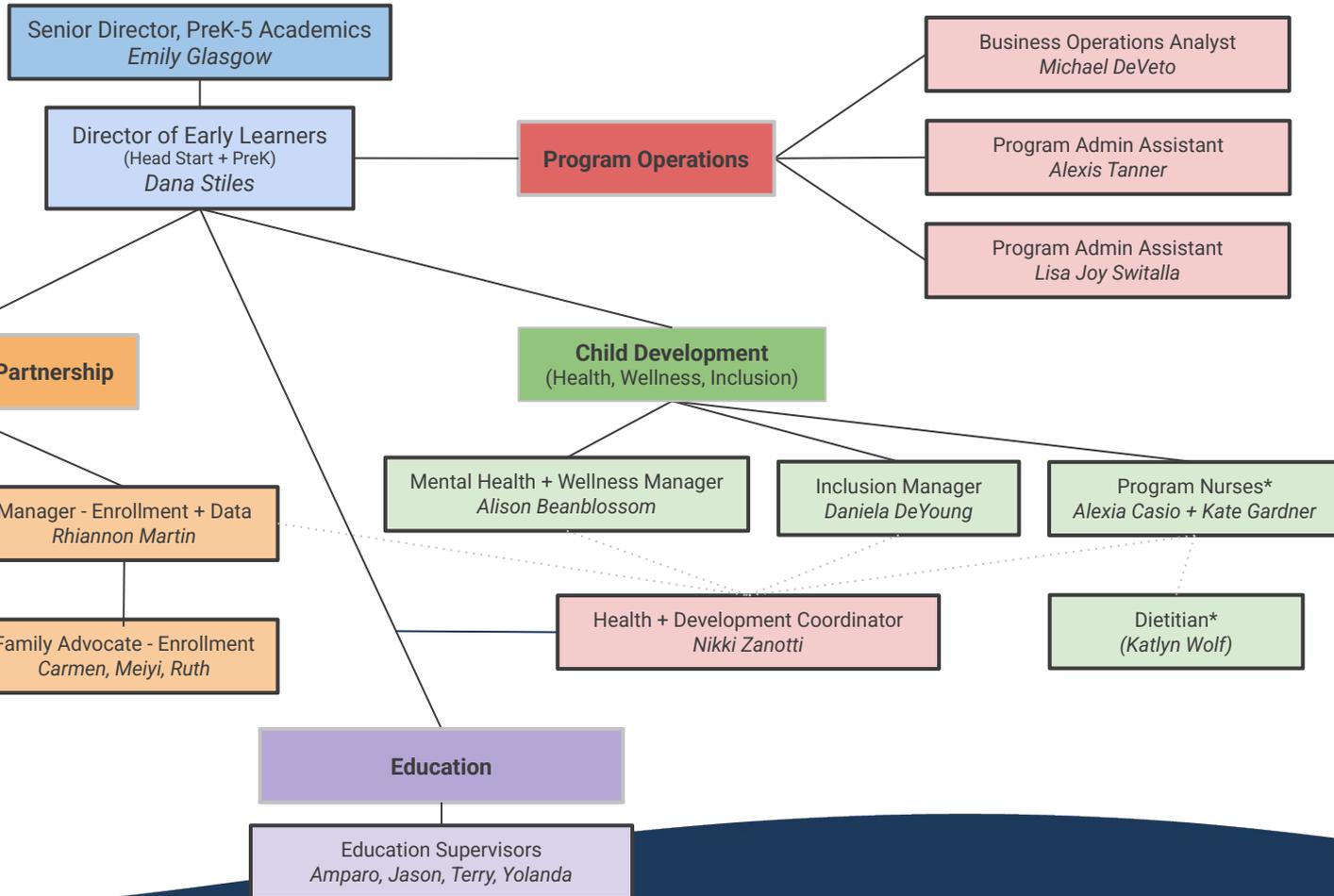
- 51 PreK classrooms @ 14 sites
- 7 DLI PreK classrooms
- 3 culturally-specific classrooms
- 1 licensed PAT teacher and 1.5 classified PFSP EAs/classroom

PPS Pre-K is a free preschool program that promotes the school readiness of children ages 3 to 5 by enhancing their cognitive, social, and emotional development.

[Early Learners Website](#)

Note: PPS also provides over a dozen classroom spaces for partner PreK providers.

Early Learners Program-Wide Organizational Chart



PreK POD Teams: Admin Assistant, Coach, Mental Health Provider, Teacher, EAs

PreK POD Teams – Organizational Chart

POD 1 - North

Clarendon
Sitton
Rosa Parks
Boise-Eliot/Humboldt

Early Learners Administrator

Amparo Garcia-Yurchenco

POD 2 – NE/SE

Sacajawea
Jason Lee
Marysville

Early Learners Administrator

Terry Marchyok

POD 3 – NE/SE

Creston Annex
Faubion
Dr. MLK, Jr.

Early Learners Administrator

Jason Roepel

POD 4 – Southeast

Kelly Center
Whitman
Grout
Lent

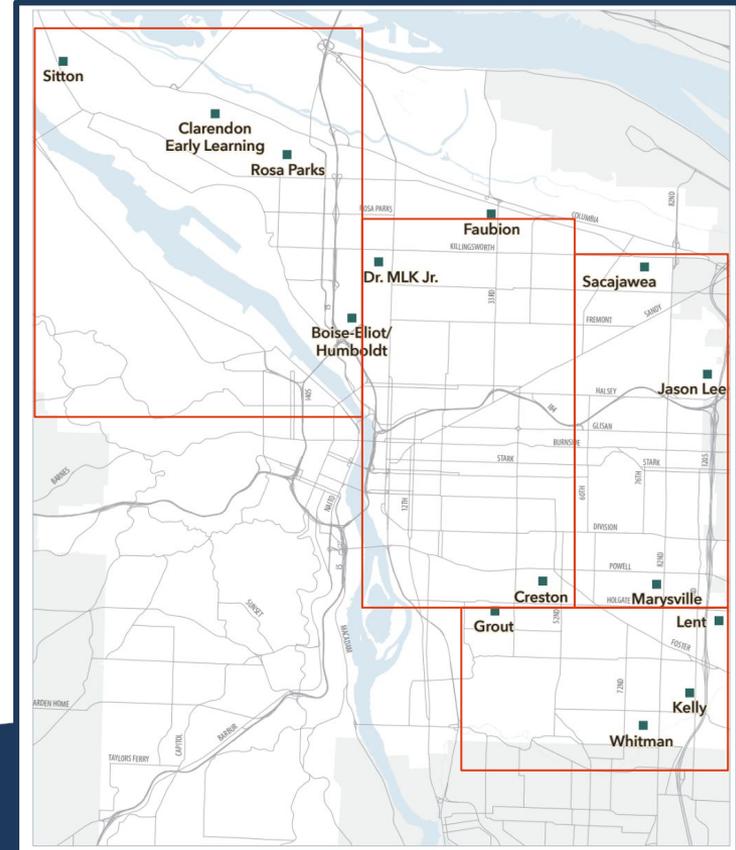
Early Learners Administrator

Yolanda Richardson-Williams

Each POD Team includes:

- Administrator
- Administrative Assistant
- Instructional Coach
- Mental Health Consultants
- Team of Family Advocates
- Team of Floating PreK EAs

We have stand-alone schools and classrooms embedded at elementary schools. We work in close partnership with school leadership teams.



PreK FUNDING

PPS PreK classrooms – student slots – are entirely grant-funded. This funding comes from federal, state, county, and state sources.

Head Start eligibility requirements:

- Less than 100% of federal poverty.
- Currently experiencing homelessness
- Children who are in foster care
- Receiving Temporary Assistance for Needy Families (TANF)
- Receiving Social Security Income (SSI) benefits
- Receiving Supplemental Nutrition Assistance Program (SNAP) benefits
- Up to 10% allowed >130% FPL

Preschool Promise eligibility requirements:

- OR families who are living at or below 200% of the federal poverty level

Preschool For All priority populations:

- Black, Brown, Native American Indigenous, and all Children of Color;
- Children who speak languages other than English;
- Children with developmental delays and disabilities;
- Children living in or at risk of placement in foster care;
- Children from families experiencing low incomes;
- Children experiencing homelessness.

HEAD START



PRESCHOOL
PROMISE



PRESCHOOL
FOR ALL



PPS PreK Program – By the Numbers SY24–25

- 210 students with special needs (25%)
 - 311 Multilingual Learners (37%)
 - 13 children in Foster Care
 - 116 experiencing homelessness (13%)
-

- Completed 870 vision screenings
 - Completed 637 hearing screenings
 - Completed 844 dental screenings. Dental treatment increased by 15%.
 - Provided \$86K in utility assistance
 - Hosted 6 OMSI Playlabs, 5 mobile playlabs, and 46 free memberships
-

- Adopted Heggerty curriculum – 89% implementation with integrity
- Phonological awareness data increased 8% from previous year
- 159 families attended a literacy event (in partnership with CLI)

Enrollment Update – September 2025

Funding	Total Slots	Enrolled	Percentage		Sept. 2024	Change Rate
Head Start	648	585	90%		(463) 71%	+19%
Preschool for All	192	183	99%		(114) 79%	+20%
Preschool Promise	70	68	96%		(100) 81%	+15%
Totals	910	836	92%		(677) 72%	+20%

- Created year-round program Enrollment Team
- Adjustments to composition and locations of specific slot funding
- Intentional recruitment and partnership efforts

Program Priorities for SY25–26

Priority 1: Language & Literacy

Priority 2: Safe & Supportive Environments

Implement **intentional language and literacy instruction to improve educational outcomes for priority populations** as measured by 75% of classrooms meeting expectations on instructional walk throughs and/or observation metrics.

Engage families in meaningful literacy practices that enhance school-based learning and multilingualism.

Improve **student engagement and program attendance by creating a sense of belonging for children and families** as measured by overall program attendance rates increasing by 5%, from 80% to 85%.

Implement culturally responsive practices that hold consistently high expectations for every student accompanied by responsive support.

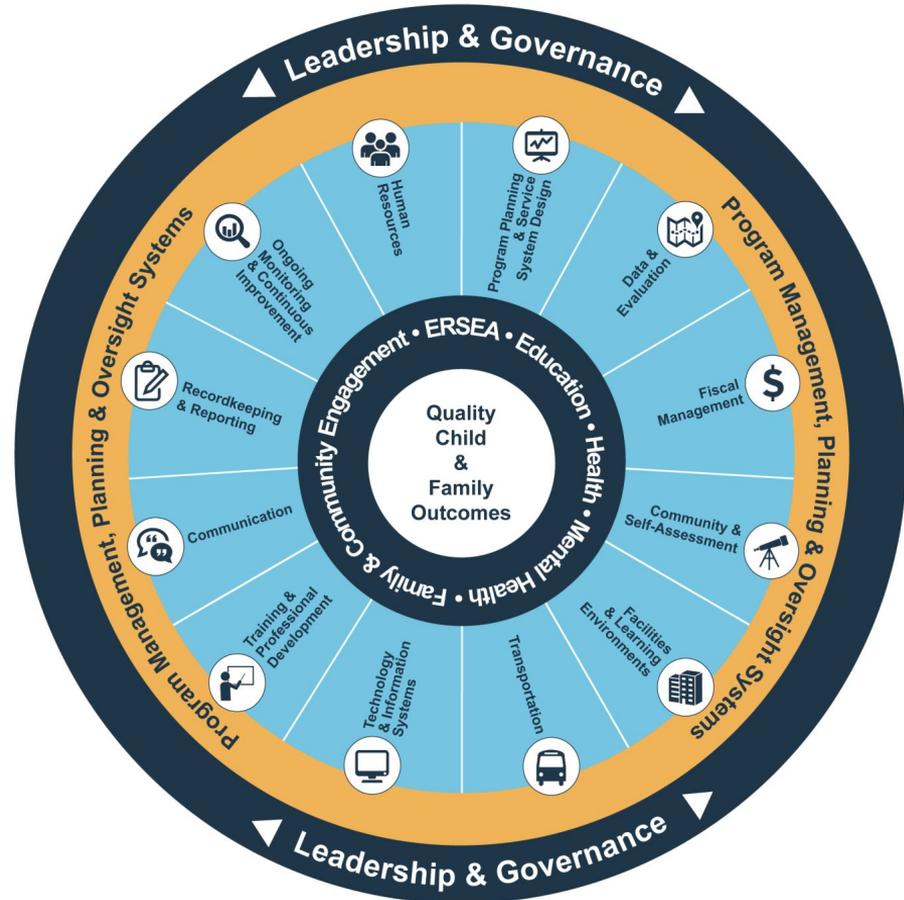




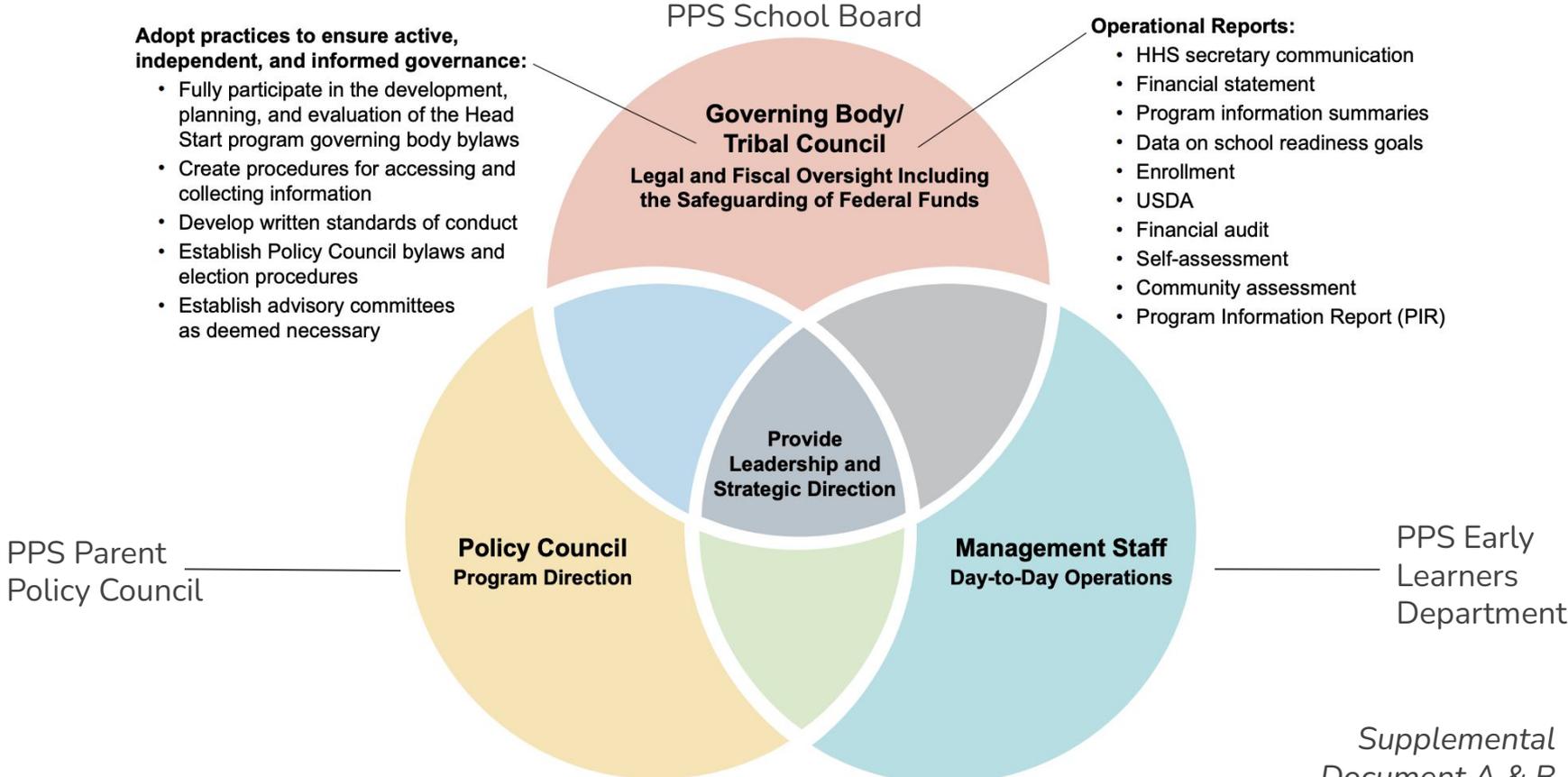
Head Start Board Training

Management Systems Wheel

The Head Start Management Systems Wheel is a visual representation of the 12 program management, planning, and oversight systems that are critical to high-quality service delivery.



PPS Head Start Leadership and Governance



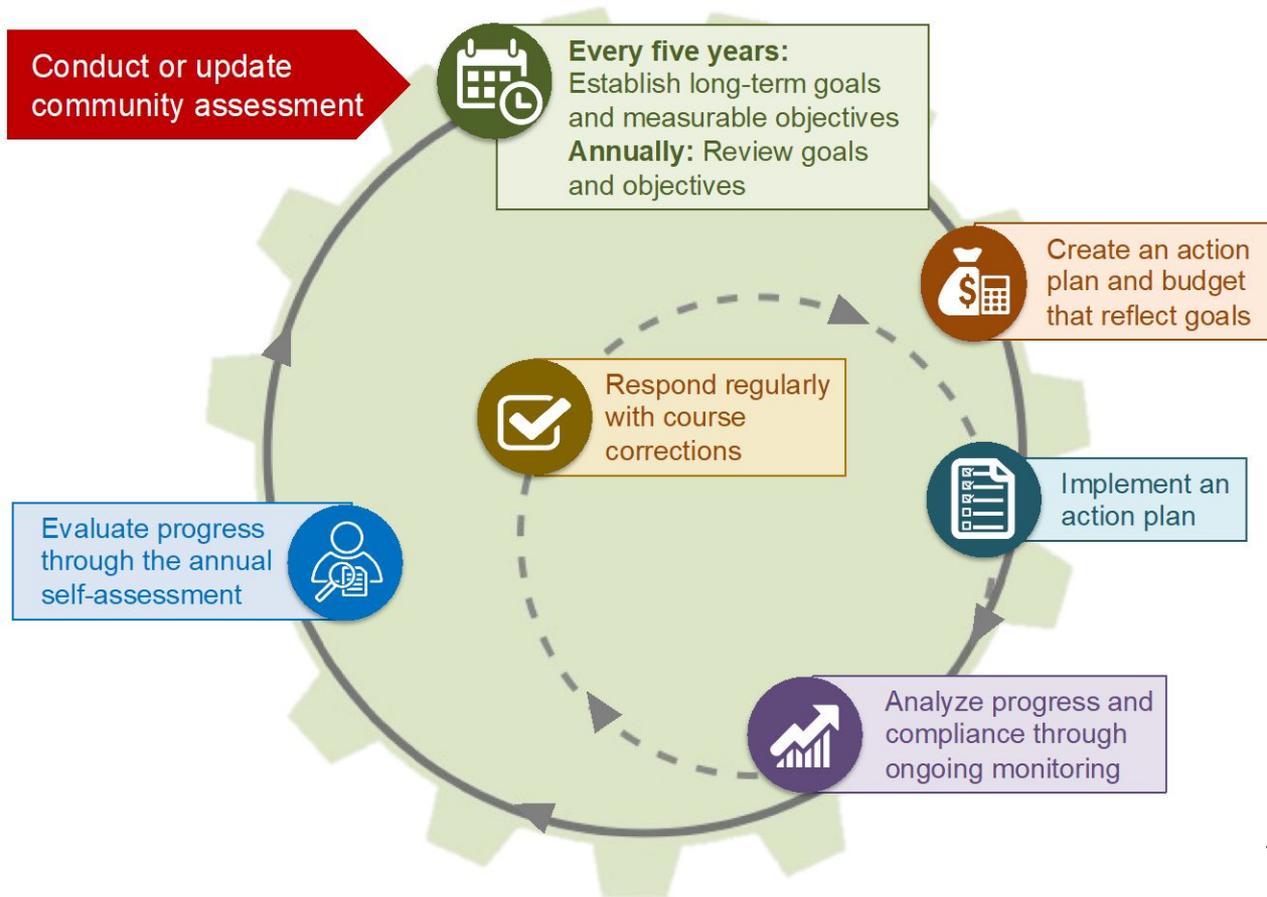
Governance Roles & Responsibilities

PPS Early Learners Management Team	PPS Parent Policy Council	PPS School Board
<p>Management staff lead the day-to-day of the program. Operating activities and reports informs the decision-making activities of the Policy Council and Governing Body.</p>	<p>Policy Council is established yearly. Parents participate in policy making and in other decisions about the program. They offer parent feedback and advocacy.</p>	<p>The Board is fiscally and legally accountable for overseeing the program including: general responsibility for guiding, directing, planning, general procedures, and human resources. The Board has legal and fiduciary responsibility for the program that includes responsibility for program compliance and effectiveness.</p>

These three entities of Head Start leadership collaborate to support grantees on their five-year journeys, particularly around program improvement and planning.



Program Planning for Continuous Improvement



Modes of Communication

Automated HSES System:

Automated program updates and findings from the Office of Head Start – will always include Board Chair, Executive Director, Director, etc.

Quarterly Board Packets (consent agenda):

A packet including a Director's Update, Policy Council minutes, enrollment & demographic update, financial update, description of new policies – items will be noted for review or approval.

Supplemental Communication:

Additional comms as needed to share health & safety incident reports, upcoming audit information, Board requests, etc. will come through the Board office.

Upcoming Review

Program Review (happening in SY25-26)

A federal review conducted 2x during 5 year grant period by the Office of Head Start (OHS)

Virtually and in-person grant recipients share information they use to inform the following topics:

- Strengths and needs of children and families in the community
- Staffing structure and program design that meets the needs of children and families
- Approaches to education, child development, health, family and community engagement services
- Fiscal infrastructure and capacity
- Program governance and accountability
- Eligibility, recruitment, selection, enrollment, and attendance (ERSEA) processes

Board member interviews will be conducted as a component of this review.

We will support prep for interviews!



Future Engagement

- Program Reporting
- Policies and Procedures
- Program Sustainability



Come visit us!





Supplemental Documents

- A. [Head Start Program Governance Reference Book](#)
- B. [PPS Governing Body Policy](#)
- C. [Head Start Leadership and Governance Key Activities](#)
- D. [Head Start Program Planning Cycle](#)
- E. [Head Start Governance FAQs](#)

