

# DEPARTMENT OF EDUCATION GUAM HEAD START PROGRAM

**ANNUAL REPORT  
FOR FISCAL YEAR 2023  
JULY 1, 2023 – JUNE 30, 2024**



Copies of this report are available  
at <https://guamheadstart.gdoe.net/> or from  
the Head Start Central Office located at  
501 Mariner Avenue, Building B, Barrigada, Guam.

**Department of Education  
Guam Head Start Program**

**Annual Report for Fiscal Year 2023  
(July 1, 2023 to June 30, 2024)**

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# About Head Start

## What is Head Start?

The Guam Head Start Program believes that all children share common needs and that children of income-eligible families, in particular, can benefit from a comprehensive child development program geared to meet the individual needs of each child and their family. Head Start promotes school readiness through comprehensive services to enrolled children and families in the areas of education, health, and family engagement. Children's development is enhanced in a center-based setting. Head Start is not a daycare or even your typical early childhood program. In fact, Head Start is the leader in many early childhood initiatives and evidence-based practices.

The Program believes that teamwork and shared information and knowledge, and advocacy will provide opportunities for success at goals and objectives and school readiness. The Program works to actively engage parents in their children's learning and to help them in making progress toward their family goals. This emphasis on family engagement makes Head Start unique to other preschool programs.

## How It All Began

In January of 1964, President Lyndon B. Johnson declared The War on Poverty in his State of the Union speech. Shortly thereafter, Sargent Shriver took the lead in assembling a panel of experts to develop a comprehensive child development program that would help communities meet the needs of disadvantaged preschool children. Head Start was designed to help break the cycle of poverty, providing preschool children of low-income families with a comprehensive program to meet their emotional, social, health, nutritional and psychological needs. A key tenet of the program established that it be culturally responsive to the communities served, and that the communities have an investment in its success through the contribution of volunteer hours and other donations as non-federal share.

In the summers of 1965 and 1966, the Office of Economic Opportunity launched an eight-week Project Head Start. In 1969, under the Nixon administration, Head Start was transferred from the Office of Economic Opportunity to the Office of Child Development in the U.S. Department of Health, Education, and Welfare. In 1977, under the Carter administration, Head Start began bilingual and bicultural programs in about 21 states. In September of 1995, under the Clinton administration, the first Early Head Start grants were given and in October of 1998, Head Start was reauthorized to expand to full-day and full-year services.

Head Start was most recently reauthorized again in 2007, under the George W. Bush administration, with several provisions to strengthen Head Start quality. These include alignment of Head Start school readiness goals with state early learning standards, higher qualifications for the Head Start teaching workforce, State Advisory Councils on Early Care and Education in every state, and increased program monitoring, including a review of child outcomes and annual financial audits. The Head Start training and technical assistance system was redesigned to support programs through six National Centers and a state-based system to ensure success. In 2009, under the Obama administration, the American Reinvestment and Recovery Act added more than 64,000 slots for Early Head Start and Head Start programs.

Head Start has served more than 30 million children since 1965, growing from an eight-week demonstration project to include full day/year services and many program options. Currently, Head Start is administered by the Administration for Children and Families (ACF) in the Department of Health and Human Services. Head Start programs serve children from birth to age 5 and pregnant women in urban and rural areas in all 50 states, the District of Columbia, Puerto Rico and the U.S. territories, including American Indian, Alaska Native, and Migrant and Seasonal communities.

## **Head Start on Guam**

In response to the "Economic Opportunity Act of 1964," Guam formed a Community Action Agency to mobilize its resources to combat poverty. Its services were focused upon the needs of low-income individuals and families. Thus, this agency began providing Head Start preschool services on Guam in 1965. At that time, classes were held in many of the island's community centers.

In 1974, Senator Francisco Rivera Santos introduced legislation to transfer the functions and responsibilities of the Head Start Division of the Community Action Agency to an appropriate division within the Department of Education. Public Law 12-165 directed the Director of the Department of Education and the Executive Director of the Community Action Agency to coordinate their activities to ensure that there would be a smooth transition and to further ensure that the Head Start Program would "not be disrupted or downgraded in any fashion." The Director of Education was further instructed to comply with the rules and regulations established by the Office of Child Development (OCD), U.S. Department of Health, Education and Welfare as set forth in the OCD HS Head Start Policy Manual.

Head Start Preschool provides comprehensive services in the areas of education, health, and family engagement. During a critical period in a child's life, Head Start sets our island's young people on the path to success. By promoting their school readiness and enhancing their cognitive, social, and emotional development. This head start in life leaves a lasting impact on our students and fuels their curiosity, helping them to grow up with a passion for learning and a more secure future.

The Guam Head Start Program provides comprehensive preschool services to 534 children ages 3 to 5 years and their families, with priority given to children who will be entering Kindergarten next year. Perhaps the most significant factor in the continued success of Head Start on our island has been the involvement of parents, volunteers, and the island community. The commitment and services of dedicated Head Start staff has been instrumental in creating a quality program that truly provides young children with a “head start” in life.

## Guam Department of Education (GDOE)

### GDOE Vision

Every student: Responsible, Respectful, and Ready for Life.



### GDOE Mission

The Guam Department of Education (GDOE)

- **PREPARES ALL STUDENTS FOR LIFE** by ensuring that ALL students, regardless of gender, ethnicity, national origin, sexual orientation, socioeconomic status, language proficiency, special need, religion or beliefs receive a high-quality education that will prepare them for post-secondary education, the workforce and civic engagement.
- **PROMOTES EXCELLENCE** by adopting and implementing high standards and expectations for all students and employees with everyone performing at their best at all times. This philosophy is grounded in the belief that all students can learn at high levels and all employees can provide the highest quality of service.
- **PROVIDES SUPPORT** by ensuring that our department has a framework to identify and address the academic, social, and emotional needs of our diverse student population



through a support system that is comprehensive and timely with an unwavering focus and relentless commitment to the success of each and every student.

# **Guam Head Start Program**

## **Guam Head Start Philosophy**

The Guam Head Start Program strives to provide comprehensive services for eligible children and families. The more knowledge and understanding the families have regarding issues and concerns, the better they can advocate for themselves and their families.

## **Guam Head Start Vision**

All children and families will receive services respectful of their differences, which allow them to reach and go beyond their life goals and become stronger voices for their families, their children, and themselves.

## **Centers and Facilities – Service Locations**

The Guam Head Start Program is under the Guam Department of Education (GDOE). During School Year 2023-2024, there were 27 Head Start Preschool Centers located in 20 elementary schools. There is at least one Head Start center in every elementary school except Agana Heights ES, JQ San Miguel ES, Lyndon B. Johnson ES, Ordot-Chalan Pago ES, and Tamuning ES.

1. Adacao Elementary School – Adacao Head Start
2. Astumbo Elementary School – Astumbo Head Start
3. B.P. Carbullido Elementary School – Carbullido I Head Start; Carbullido II Head Start
4. Chief Brodie Elementary School – Chief Brodie I Head Start; Chief Brodie II Head Start
5. C.L. Taitano Elementary School – C.L. Taitano I Head Start; C.L. Taitano II Head Start
6. D.L. Perez Elementary School – D.L. Perez I Head Start; D.L. Perez II Head Start
7. Finegayan Elementary School – Finegayan Head Start
8. H.S. Truman Elementary School – Truman Head Start
9. Inalajan Elementary School – Inalajan Head Start
10. J.M. Guerrero Elementary School – J.M. Guerrero Head Start
11. Machananao Elementary School – Machananao Head Start
12. Marcial Sablan Elementary School – Marcial Sablan Head Start
13. Maria A. Ulloa Elementary School – Ulloa I Head Start; Ulloa II Head Start
14. Merizo Martyrs Memorial School – Merizo Head Start

15. M.U. Lujan Elementary School – M.U. Lujan Head Start
16. P.C. Lujan Elementary School – P.C. Lujan Head Start
17. Price Elementary School – Price I Head Start; Price II Head Start
18. Talofoto Elementary School – Talofoto Head Start
19. Wettengel Elementary School – Wettengel I Head Start; Wettengel II Head Start
20. Upi Elementary School – Upi Head Start

## **Head Start Governance**

Parents and families play an essential role in making decisions about the Program’s direction each year. Many serve as members of the Center Level Parent Groups (CLPG) or the Guam Head Start Policy Council (GHSPC) and have a voice in program planning, operating activities, as well as administrative managerial decisions. The Head Start Act and the Performance Standards provide a listing of specific responsibilities of the Policy Council, the Guam Education Board (GEB), the Program Director and Agency Director (Superintendent). Parents are an important aspect of the shared decision-making process in every Head Start Program.

### **Center Level Parent Group (CLPG)**

Parents’ participation is very important in a child’s Head Start experience. For this experience to be meaningful and lasting, parents must participate in the daily program and at parent group (center) meetings. These monthly meetings provide an opportunity to share experiences with other parents in planning your child’s learning activities. Center meetings also allow parents to give their input in the planning of lesson plans, activities, staff and parent training, as well as the development of health and social services. The teaching staff serve as advisors to this group.

Each CLPG will elect officers (Chairperson, Vice-Chairperson, Secretary, and Treasurer) as well as a Policy Council Parent Representative and Alternate Representative. No individual should hold more than one of these positions at any time.

### **Guam Head Start Policy Council (GHSPC)**

The GHSPC consists of elected Parent Representatives from each CLPG and representatives from the community. The GHSPC has the responsibility of approving or disapproving many decisions of the Guam Head Start Program. They participate in the annual self-assessment as well as the development of the program’s grant application and proposed budget. The Policy Council presents Head Start parent concerns, challenges, and recommended actions for the Program to the GEB who is part of the governance of the program.

Head Start must ensure that members of the Policy Council do NOT have a conflict of interest pursuant to sections 642(c)(2)(C) and 642(c)(3)(B) of the Act. Thus, employees of Head Start or the Department of Education and members of their immediate family may NOT serve on the Policy Council.

Regular GHSPC meetings offer an opportunity in which to express issues and/or concerns from parents and/or the community about Head Start. Thus, it is very important that Parent Representatives receive input from all parents regarding their issues and/or concerns during their CLPG meeting and then present them at GHSPC meetings. The Policy Council will then work with Program Staff to address and resolve such issues.

## **Guam Education Board (GEB)**

The GEB consists of twelve members, which include six elected members who serve a term of two years; three appointed members who serve a term of three years; a non-voting student member from the Island-wide Board of Governing Students (IBOGS); a non-voting member appointed by the exclusive bargaining unit which represents teachers and other employees within the Guam Department of Education; and a non-voting member appointed by the Mayors Council of Guam.

The GEB is responsible for all policies that govern the Guam Department of Education. Based on Public Law 31-19, the GEB shall have the authority to delegate such of its powers as it may deem appropriate but shall retain the ultimate responsibility for the exercise of its powers.

The GEB has a specific responsibility to serve as the Governing Board for federal programs where such a board is required by Federal Law to include, but not limited to, the Head Start Program. The GEB has legal and fiscal responsibility for Head Start. As its governing body, the GEB works directly with the GHSPC in all mandated shared decision-making policies and procedures as specified in the Head Start Act and the Head Start

## **Highlights of School Year 2023 - 2024**

- The Program was able to correct all findings from its federal reviews conducted in December 2022 and February 2023 within the timeline allotted by the Office of Head Start. The corrective action period involved an enormous amount of teamwork and progressive thinking. Fortunately, GDOE is overflowing with dedicated staff and hardworking individuals who are committed to seeing this Head Start Program shine. The Guam Head Start Program acknowledges the assistance of our Head Start families, the hard work of our Head Start faculty and staff; the support of our GDOE upper management, the Guam



Education Board, and the Guam Head Start Policy Council; as well as the ongoing collaboration with principals, school staff, and the various GDOE divisions who supported our mission.

- The Program retained a two-day parent orientation to the classroom to allow more time for the teaching staff to work with the parents on forms and introductions.
- The Program continues to operate 13 classrooms at expanded duration which aligns with the elementary school schedule and provides a total of 1020 hours of instruction.
- The program continues to implement ReadyRosie as its parenting curriculum. Those families who have logged on have stated they like it. A further review of data will be done at the end of the school year.
- The majority of students transitioning to kindergarten meet their developmental age expectations and school readiness indicators.
- The annual Head Start Children's Fitness Fair continues to be a highlight of the program since 1995. The Head Start Policy Council encouraged center level parents to have their own fitness activity. With their support and additional community partners the program was a huge success and provided information and activities to over 300 children and their families. High school students earned service learning credits for their participation.
- The program continues to implement a nutrition and physical fitness curriculum in collaboration with the University of Guam. Food Friends and Mighty Moves continues to be offered in all Head Start centers.

## Enrollment and Eligibility

The Guam Head Start Program has a funded enrollment of 534 children. During School Year 2023-2024, the Program enrolled and served a cumulative total of 542 children.

Head Start must maintain its funded enrollment level and fill any vacancy as soon as possible. Any vacancy must be filled within 30 days to ensure that we are enrolling the families with the greatest need in a timely manner. The following reflects the Program's enrollment for School Year 2023-2024:

Month	End of Month Enrollment	Percentage of Funded Enrollment
August 2023	482	90.3%
September 2023	499	93.4%
October 2023	496	92.9%

Month	End of Month Enrollment	Percentage of Funded Enrollment
November 2023	491	91.9%
December 2023	520	97.4%
January 2024	524	98.1%
February 2024	505	94.6%
March 2024	484	90.6%
April 2024	526	98.5%
May 2024	525	98.3%
<b>Average Monthly Enrollment</b>	<b>505</b>	<b>94.6%</b>

## Demographics

- **Ages:** The trend nationwide and on Guam is an increase in the number of 4-year-olds in the program with 71.0% of the cumulative enrollment being 4 years old.

Age	2020 - 2023 Cumulative: 563		2021 - 2022 Cumulative: 596		2022 - 2023 Cumulative: 600		2023 - 2024 Cumulative: 542	
3 years	218	38.7%	200	33.6%	195	32.5%	156	28.8%
4 years	345	61.3%	396	66.4%	405	67.5%	385	71.0%
5 years	0	0.0%	0	0.0%	0	0.0%	1	0.02%

- **Eligibility by Category:** Children and families were determined to be eligible for Head Start based on the following criteria:

Eligibility Category	Total	% of Total
Income Eligible below Federal Poverty Guideline	122	22.51%
Categorically Eligible – Public Assistance	366	67.53%
Categorically Eligible – Foster Care	25	4.61%
Categorically Eligible – Homeless	10	1.85%
Income Between 100% - 130% of Federal Poverty Guideline	14	2.58%
Children with certified disabilities whose Family's Income is Over the Federal Poverty Guideline	5	0.92%
<b>TOTAL CHILDREN</b>	<b>542</b>	<b>100.00%</b>

- **Disability Services** – The program provided the natural and least restrictive environment for 54 children with disabilities. Primary disability of children served included autism (23), health impairment (3), intellectual disability (1), non-categorical/developmentally delayed (26), and specific learning disability (1).
- **Family demographics** indicated a total of 502 families served during School Year 2023-2024.
  - Total number of families served: 502

- Of these, the number of two-parent families: 287
- Of these, the number of single-parent families: 215
- Family composition: Of the total number of families, the number in which the parent/guardian figures are best described as:
  - Parent(s) (e.g. biological, adoptive, stepparents): 470
  - Grandparents: 10
  - Relative(s) other than grandparents: 4
  - Foster parent(s) not including relatives: 16
  - Other (resided in the protective shelter for foster children): 2
- Highest Level of Education Attained:
  - An advanced degree or bachelors: 17
  - An associate degree, vocational school, or some college: 54
  - High school graduate or GED: 313
  - Less than high school: 117

## Family Engagement

The program provided opportunities and support to assist families in meeting their goals and interests. All families begin the process of parent partnership agreements. Home visits are done by both teaching and family services as required by the performance standards of Head Start. In addition, program specialists may do home visits and provide necessary support and services to families needing assistance.

Funds are identified by the Policy Council for each center to support activities involving the parent and child. As in most center level events, parents/guardians and Teaching Staff make recommendations about what they would like to do, keeping in mind that the intent is to have a fun learning experience and support parent engagement through activities that they might not otherwise be able to engage in with their Head Start child. These additional experiences expand family interests and the lesson (examples: through field trips, projects, special activities etc.)

The program provides a Community Resource directory for services, contact numbers, and names if available for all the families and community partners in collaboration with our community partners in the Early Childhood community. The following family services were provided to the children and families during the School Year 2023-2024.

Family Services Provided (information, training, referrals)	
Area of Assistance Needed	Number assisted
Emergency/crisis: food, clothing, shelter	107
Housing Assistance such as subsidies, utilities, repairs, etc. (includes homeless families who were assisted)	62
Asset building services (i.e. financial education, debt counseling)	139

<b>Family Services Provided (information, training, referrals)</b>	
<b>Area of Assistance Needed</b>	<b>Number assisted</b>
Mental Health Screening using the Ages and Stages Social Emotional Developmental screening tool.	318
Substance misuse prevention	80
Substance misuse treatment	3
English as a Second Language (ESL) training	81
Assistance In enrolling into education or job training program	191
Research-based parenting curriculum	335
Involvement in discussing their child's screening and assessment results and their child's progress	298
Supporting transitions between programs (Head Start to kindergarten)	255
Education on preventive medical and oral health	245
Education on health and developmental consequences of tobacco product use	56
Education on nutrition	404
Education on postpartum care (e.g. breastfeeding support)	16
Education on relationship/marriage	58
Assistance to families of incarcerated individuals	6
<b>Of these, the number that received at least one of the service listed above</b>	<b>415</b>

## Male Engagement

Father/father figures were engaged in the following activities during School Year 2023-2024:

- Family assessment: 242
- Family goal setting: 243
- Involvement in child's Head Start child development experiences (e.g. home visits, parent-teacher conferences, etc.): 275
- Head Start program governance such as participation in Policy Council or Center Level Parent Group: 150
- Parenting education workshops: 157

## Homeless Services

Head Start served seven families experiencing homelessness during School Year 2023-2024. Of these families, five acquired housing during the enrollment year.

## Foster Care

Head Start served 28 children who were in foster care at any point during School Year 2023-2024.

## Community Partnerships

Collaboration with our government agencies, private agencies, businesses, support groups, non-profit organizations assist all of the stakeholders in using resources wisely. All managers, family service, health service personnel link with different groups. When activities that support families, health, and children happen in the community at large, Head Start participates and encourages parents to become involved.

Program managers and Content Area Specialists represent the Head Start program, children and families in discussions and strategic planning for focus groups and interagency groups that work with children and low-income families such as Project Bisita, Guam Early Learning Council, Guam Advisory Panel for Students with Disabilities, Guam Homeless Coalition, and the Governor's Prevention Education and Community Empowerment (PEACE) Advisory Council. The program was active in assisting in the development of the School Readiness Plan for the island.

## School Readiness Goals

The Guam Head Start Program continues to utilize the research-based Teaching Strategies GOLD (TSG) by Creative Curriculum® to guide education and child development services. The Creative Curriculum® is aligned with the Head Start Early Learning Outcomes (HSELOF) and the Guam Early Learning Guidelines.

The Head Start school readiness goals are intended to prepare children for kindergarten. These goals were reviewed and developed in collaboration with parents and teachers. There have been no changes to the goals, which were presented to the Policy Council and the Governing Board (GEB) for review and discussion. Both groups approved the goals as they were presented.

- *Approaches to Learning:* By the end of the program year, students will be able to regulate their own emotions and behavior, establish and sustain positive relationships, and participate cooperatively in group situations 85% of the time.
- *Social and Emotional Development:* By the end of the program year, students will be able to regulate their emotions and behaviors by following classroom rules, routines and expectations 85% of the time.
- *Language and Communication:* By the end of the program year, students will demonstrate that they have met at least 85% of the developmental indicators in this area for their age range.
- *Literacy:* By the end of the program year, students will demonstrate that they have met at least 85% of the developmental indicators in this area for their age range.
- *Mathematics Development:* By the end of the program year, students will demonstrate that they have met at least 85% of the developmental indicators in this area for their age range.
- *Scientific Reasoning:* By the end of the program year, students will demonstrate that they have met at least 85% of the developmental indicators in this area for their age range.

- *Perceptual, Motor, and Physical Development:* By the end of the program year, students will demonstrate that they have met at least 85% of the developmental indicators in this area for their age range.

## Financial Information

### Funding and Proposed Budget

The federal agency that oversees Head Start is the Office of Head Start (OHS), which is part of the Administration for Children and Families (ACF) within the U.S. Department of Health and Human Services (HHS). OHS provides the majority of the funding for the Guam Head Start Program with the Guam Department of Education ensures a level of effort through a non-federal match of 20% of the grant award.

Federal Funding 09CH010983   05: 7/01/23-6/29/25	Basic Grant: Program Operations	TTA Grant	Total	Proposed Budget
Non-Competing Continuation	\$ 3,836,933	\$ 45,994	\$ 4,248,928	<b>Program Operations:</b> <ul style="list-style-type: none"> <li>• Personnel Costs <ul style="list-style-type: none"> <li>◦ Salaries: \$ 2,700,195</li> <li>◦ Benefits: \$ 1,099,934</li> </ul> </li> <li>• Indirect Charges: \$ 87,863</li> <li>• Contractual: \$ 138,964</li> <li>• Supplies: \$ 112,550</li> <li>• Equipment: \$ 0</li> <li>• Miscellaneous: \$ 63,428</li> <li>• Capital Improvement: \$ 0</li> </ul> <b>Training &amp; Technical Assistance (TTA):</b> <ul style="list-style-type: none"> <li>• Off-Island TTA: \$ 11,000</li> <li>• HI-OP: \$ 35,000</li> <li>• Contractual: \$ 30,494</li> <li>• Mileage: \$ 4,500</li> </ul>
Supplement: Cost-of-Living Adjustment (COLA)	\$ 214,868	\$0		
Supplement: Quality Improvement (QI)	\$ 151,133	\$0		
Supplement: Hawaii-Outer Pacific Training Institute	\$0	\$ 35,000	\$ 35,000	
Federal Funding 09HE000942   01: 4/01/21-3/30/24	Basic Grant: Program Operations	TTA Grant	Total	Proposed Budget
Non-Competing New: CRSSA (COVID-19)	\$ 160,718	\$0	\$ 160,718	<b>Program Operations:</b> <ul style="list-style-type: none"> <li>• Personnel Costs <ul style="list-style-type: none"> <li>◦ Salaries: \$ 59,800</li> <li>◦ Benefits: \$ 18,687</li> </ul> </li> <li>• Equipment: \$12,000</li> <li>• Supplies: \$ 50,000</li> <li>• Contractual: \$ 13,096</li> <li>• Indirect Charges: \$7,135</li> </ul>



Supplement: American Rescue Plan One-Time	\$ 638,931	\$0	\$ 638,931	<b>Program Operations:</b> <ul style="list-style-type: none"> <li>● Personnel Costs <ul style="list-style-type: none"> <li>○ Salaries: \$160,000</li> <li>○ Fringe Benefits \$47</li> </ul> </li> <li>● Equipment: \$57,000</li> <li>● Supplies: \$110,000</li> <li>● Contractual: \$56,868</li> <li>● Other: \$235,000</li> <li>● Indirect Charges: \$20,016</li> </ul>
<b>TOTAL Federal Funding</b>	<b>\$ 5,002,583</b>	<b>\$ 80,994</b>	<b>\$ 5,083,577</b>	

Local Funding	Operations	TTA	Total	Proposed Budget
Guam Department of Education	\$ 1,592,612	\$0	\$ 1,592,612	<ul style="list-style-type: none"> <li>● Personnel Costs <ul style="list-style-type: none"> <li>○ Salaries: \$ 952,832</li> <li>○ Reclassification: \$ 9,733</li> <li>○ On-Call Substitute: \$94,163</li> <li>○ Benefits: \$ 506,742</li> </ul> </li> <li>● Contractual: \$8,642</li> <li>● Supplies: \$20,500</li> </ul>
<b>TOTAL Local Funding</b>	<b>\$ 1,592,612</b>	<b>\$0</b>	<b>\$ 1,592,612</b>	

## Financial Audit

The Guam Department of Education contracted Ernst & Young LLP as an independent auditor. Ernst & Young LLP audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States (*Government Auditing Standards*), the financial statements of the governmental activities and each major fund of the Guam Department of Education as of and for the year ended September 30, 2023, and the related notes to the financial statements, which collectively comprise the basic financial statements of GDOE.

The Guam Head Start Program was identified as a major program in connection to the Fiscal Year 2023 Single Audit for GDOE. Requested documents/information from the independent auditors included the following:

- Federal award documents effective during FY 2023, including terms and conditions.
- FY 2023 Capital / Asset Listing, including additions and disposals during FY 2023.
- FY 2023 Schedule of Federal Draws, including corresponding expenditure details of each draw amount

Ernst & Young LLP issued their report thereon dated November 6, 2024. There were no audit findings for Head Start.

## Federal Monitoring Review

### Federal Review – RAN 12/09/2022

On 12/19/2022, the Administration for Children and Families (ACF) conducted a monitoring review of Guam Department of Education Head Start program. The subsequent monitoring report was issued on 03/06/2023 as legal notice to GDOE of the results of the program review. Based on the information gathered during the review, a determination has been made that Guam Department of Education Head Start program is a recipient with at least one area of deficiency in its Head Start program.

Performance Summary				
Applicable Standards	Grant Number	Timeframe for Correction	Compliance Level	Service Area
1302.90(c)(1)(v)	09CH010983	30 days	Deficiency	Supervision
1302.102(b)(1)(ii)	09CH010983	120 days	Area of Noncompliance	Monitoring and Implementing Quality Health Services

### Federal Review – Focus Area Two (FA2) 02/06/2023

From February 6, 2023 to February 10, 2023, the Administration for Children and Families conducted a Focus Area Two (FA2) monitoring review of Guam Department of Education Head Start program. The subsequent monitoring report issued on 03/06/2023 contained information about the grant recipient's performance and compliance with the requirements of the Head Start Program Performance Standards (HSPPS) or Public Law 110-134, *Improving Head Start for School Readiness Act of 2007*. Based on the information gathered during this review, it has been determined that the program needed improvement in one or more areas. The report provided detailed information in each area where program performance did not meet one or more applicable HSPPS, laws, regulations, and policy requirements, and the required timeframes for corrective action.

Performance Summary				
Applicable Standards	Grant Number(s)	Timeframe for Correction	Compliance Level	Service Area
1302.47(b)(1)(ix)	09CH010983	120 days	Area of Noncompliance	Safety Practices
1302.47(b)(1)(iii)	09CH010983	120 days	Area of Noncompliance	Safety Practices
1302.90(b)(1)(5)	09CH010983	120 days	Area of Noncompliance	Safety Practices

## Follow-Up Review 03/06/2024

OHS conducted a follow-up monitoring review to assess correction of the deficiency and areas of non-compliance identified in the OHS monitoring reports from March 2023. The Federal Review Team was onsite from March 6 through March 8 to review documentation, interview stakeholders, and conduct observations as evidence that identified areas have been corrected and that there is a system in place to prevent its recurrence. Their report was submitted to the OHS for review and approval by the OHS Director.

The Guam Head Start Program has received the final Program Performance Summary Reports from the follow up federal review. Based on the information gathered during this review, OHS has closed all of the previously identified findings. Although corrected, OHS does expect the projects to be completed (specifically related to the outdoor play areas) and will be following this progress closely.

- **Federal Review # 231916RAN** – The Head Start Risk Assessment Notification (RAN) review is conducted as needed, when OHS requires more information about a significant incident affecting the health and safety of program participants.
  - **Active supervision** – The grant recipient ensured no child was left alone or unsupervised while under the care of staff. This area of deficiency is corrected.
  - **Ongoing monitoring for compliance oversight and correction** – The grant recipient reported that with the implementation of active supervision practices and monitoring, there have been no additional lapses in supervision. The grant recipient established a system of effective ongoing oversight and correction to ensure effective implementation of program performance standards, including child safety, and corrected quality and compliance issues immediately or as quickly as possible. This area of deficiency is corrected.

Performance Summary					
Service Area	Applicable Standards	Grant Number	Primary Review Finding Status(s)	Timeframe for Correction	Follow-up Compliance Level
Supervision	1302.90(c)(1)(v)	09CH010983	Deficiency	30 days	Corrected
Monitoring and Implementing Quality Health Services	1302.102(b)(1)(ii)	09CH010983	Area of Noncompliance	120 days	Corrected

- **Federal Review # 231916F2** – In Focus Area Two (FA2), OHS looks for grant recipients to demonstrate their ability to track and assess their program's progress and performance, use data to drive results, and make corrections as needed. The review team looks systematically and holistically across program services and functions.
  - **Facilities are free from pollutants, hazards, and toxins** – The grant recipient ensured all facilities where children were served were free from pollutants, hazards, and toxins. This area of deficiency is corrected.

- ***Outdoor play areas are kept safe*** – The grant recipient kept outdoor play areas safe through an ongoing system of preventive maintenance. This area of deficiency is corrected.
- ***Background check*** – The grant recipient implemented CRC tracking systems to ensure the completion of CRCs for current employees, track progress on obtaining required CRC information for potential employees, and monitor for the 5-year renewal requirement. A review of the program's ChildPlus T1010 report, the Guam Department of Education Minus system report, and sampled personnel files found the recipient obtained CRC clearances for all current staff. The grant recipient obtained a CRC, including a fingerprint check, before hiring all staff and developed a procedure to update CRCs every 5 years. This area of deficiency is corrected.

Performance Summary					
Service Area	Applicable Standards	Grant Number	Primary Review Finding Status(s)	Timeframe for Correction	Follow-up Compliance Level
Safety Practices	1302.47(b)(1)(ix)	09CH010983	Area of Noncompliance	120 days	Corrected
Safety Practices	1302.47(b)(1)(iii)	09CH010983	Area of Noncompliance	120 days	Corrected
Safety Practices	1302.90(b)(1)(5)	09CH010983	Area of Noncompliance	120 days	Corrected

## Contact Information

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## Leadership Team

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- Health and Mental Health Coordinator: *Vacant*