



Hidalgo County Head Start Program

Policy Council Agenda

DATE: October 14, 2008

SUBJECT: Discussion/Approval of Administration's Recommendation to Transfer Children, Personnel and Equipment from Peñitas to the La Joya and Palmview III Head Start Centers

RATIONALE/NEED: Please see attached Memorandum from Mrs. Nora S. Munoz, Assistant Program Director.

RECOMMENDATION: Administration recommends approval.

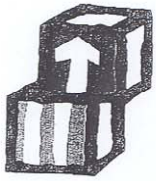
COST: There will be a reduction in rental fees, utilities, and maintenance costs.

RELATED INFORMATION INCLUDES: Memorandum

INITIATED BY: Nora S. Munoz, Assistant Program Director 

REVIEWED BY: Teresa Flores, Executive Director

EXECUTIVE DIRECTOR'S APPROVAL: 



Hidalgo County Head Start Program Memorandum

Date: October 7, 2008

To: Teresa Flores, Executive Director

From: Nora S. Munoz, Assistant Program Director *NSM*

Subject: Peñitas Head Start Center

C. C. Edmundo Garcia, Assistant Program Director

The Head Start center at Peñitas is a small 3 classroom facility with licensing capacity for 57 children. The facility is leased from the city of Peñitas for \$750.00 per month.

At the request of staff and parents, the Program has been providing transportation to the children currently attending this center. In order to accomplish this, our transportation department has had to utilize two buses, one assigned to Peñitas and the other assigned to the La Joya center, which after its regular route, picks up children and transports them to Peñitas, thus creating in effect a triple route for Peñitas. This of course, places a tremendous strain on manpower, equipment and the children themselves. Children arrive late for breakfast since the trip takes longer than one hour, staff is kept on the road more time than is adequate and the buses are requiring more maintenance and fuel to keep operating.

Upon further communication with staff and continued analysis of the situation, it has been confirmed that these young passengers are being transported from "Colonia De Las Palmas", which is approximately a 16 mile round trip from the Peñitas center. We also learned that the colonia in question is about the same distance from the La Joya center, but that it would take less time to transport the children to La Joya via Jarachina Road rather than using Tom Gill Road to Peñitas.

In order to improve services to our children, reduce staff stress levels and control equipment costs, administration would like to propose to transfer two thirds (2/3) of the children currently enrolled at Peñitas to our La Joya facility, which presently has two unutilized classrooms. The remaining children will be transferred to our Palmview III center, which

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Peñitas Head Start center

also has a classroom available. The bus assigned to Peñitas would be reassigned to the La Joya Center in order to continue providing transportation services to the children enrolled. This recommendation will not displace any employee. All employees at Peñitas will be reassigned to La Joya and/or Palmview III.

If you have any questions regarding this recommendation, or need additional information, please do not hesitate to call me.

Thank you for your continued support and cooperation.