



Hidalgo County Head Start Program

Memorandum

Date: June 14, 2023

To: Hidalgo County Commissioner's Court
Hidalgo County Head Start Policy Council

From: Irma Pena, Executive Director

Re: Supplemental Funding Application for One-Time funds

Our Program Specialist, Monica Flores, has informed us of the availability of One-Time funds for the region. These funds are usually unappropriated and remain available for other grantees to request, with the understanding that they will not be part of the regular grant appropriation.

The Hidalgo County Head Start Program (HCHSP) is requesting authorization to submit a One-Time Funding Supplemental application to the Department of Health and Human Services, Administration of Children and Families (ACF) to strengthen and improve the safety and security of our stand-alone Head Start centers, those classrooms not on school campuses. In addition, these funds will be used to replace the roof at our San Juan II facility, which has plagued the center with constant leakage following any rainfall in the area.

As you may recall our San Juan II facility experienced a situation that threatened the safety and security at our facility. Our staff immediately went into emergency status, safely, securing all personnel and children. Minutes later the threat was neutralized, and the children proceeded with the day's activities. These types of threats, while rare in our service area, must still be part of our planning scope.

Over the years HCHSP has made significant strides in security and safety throughout the program. The program has installed video cameras in all the classrooms and trained Head Start staff and children in proper security and lock-down procedures. Furthermore, as we proceed with our Change in Scope model beginning in August 2023, and more Head Start public school partners provide Classrooms space on their campuses, our security measures will become even stronger. For example, our Head Start classrooms on school campuses are now protected by campus police, hardened entryways, campus cameras and identification checks. Once the change in scope is fully implemented and becomes operational, 120 Head Start classrooms will be under these same safety procedures as the public schools.

After a review of the remaining stand-alone facilities by our Management Information Systems and Procurement Departments assisted by local vendors, the administration is recommending the installation of the following additional safety precautions.

1. Additional interior and exterior security cameras.
2. Front control systems with magnetic locks, egress buttons and video stations.
3. Burglar alarm systems with motion detectors, keypads, card readers, panic buttons and key fobs.
4. Fire Alarm for Administration building

Estimated Costs

Facility	Cameras and Electronics					Building Security		
	Cameras		NVR			Front Doors	Burglar Alarm	Total
	Qty	Cost	Monitor	Parts/Labor	Total	Parts/Labor	Parts/Labor	
Edinburg IV	25	\$2,225	\$1,368	\$4,166	\$7,759			\$7,759
San Carlos	16	\$1,424	\$1,368	\$4,166	\$6,958	\$5,400		\$12,358
Edinburg V	20	\$1,780	\$1,368	\$4,166	\$7,314	\$12,440		\$19,754
Donna I	21	\$1,869	\$1,368	\$4,166	\$7,403	\$9,200		\$16,603
San Juan II	29	\$2,581	\$1,368	\$4,166	\$8,115		\$45,150	\$53,265
Palmview II	26	\$2,314	\$1,368	\$4,166	\$7,848		\$39,750	\$47,598
Mission II	23	\$2,047	\$1,368	\$4,166	\$7,581	\$14,000	\$15,600	\$37,181
Administration	30	\$2,670	\$1,368	\$4,166	\$8,204		\$38,900	\$47,104
Total Cost	190	\$16,910	\$10,944	\$33,328	\$61,182	\$41,040	\$139,400	\$241,622

San Juan II	Estimated Roof Repair	\$8,378.0
Total		\$250,000