CALL TO ORDER

CALL TO THE PUBLIC

MINUTES OF MEETINGS

1 For Approval or Correction, the Minutes of the Parks, Arts, Libraries and Education Subcommittee Meeting on Nov. 28, 2018

Responsible Department
This item is submitted by Deputy City Manager Deanna Jonovich and the City Manager's Office.

CONSENT ACTION (ITEMS 2-4)

2 Arizona Commission on the Arts FY 2019-20 Community Investment Level VI Grant Application

This report requests that the Parks, Arts, Libraries and Education Subcommittee recommend City Council approval to apply for up to $60,000 in Arizona Commission on the Arts (ACA) Community Investment Level VI matching grant funds for fiscal year 2019-20. The grant funds would be used by the Phoenix Office of Arts and Culture in FY 2019-20 to support initiatives identified through the Office's planning process with the local cultural community.

THIS ITEM IS FOR CONSENT ACTION.

Responsible Department
This item is submitted by Deputy City Manager Karen Peters and the Phoenix Office of Arts and Culture.

3  Request Authorization for Phoenix Public Library to Accept Historic Vintage Postcard Collection

This report requests the Parks, Arts, Libraries and Education Subcommittee recommend City Council approval to accept a donation of the Susan Arreola Postcard Collection, valued at $20,197.50 from Susan Arreola, to be housed within the Arizona Room at Burton Barr Central Library.

THIS ITEM IS FOR CONSENT ACTION.

Responsible Department
This item is submitted by Deputy City Manager Deanna Jonovich and Library Department.

4  Request Approval of the 2019-2020 Head Start Birth to Five ERSEA Plans and the Selection Criteria

This report requests the Parks, Arts, Libraries and Education Subcommittee, which serves as the Head Start Birth to Five Governing Board, approve the 2019-2020 Head Start Birth to Five, Eligibility, Recruitment, Selection, Enrollment, and Attendance (ERSEA) Plans and the Selection Criteria.

THIS ITEM IS FOR CONSENT ACTION.

Responsible Department
This item is submitted by Deputy City Manager Deanna Jonovich and the Human Services Department.

INFORMATION ONLY (ITEMS 5-7)

5  Head Start Monthly Report - October 2018
This report provides the Parks, Arts, Libraries and Education Subcommittee, which serves as the City of Phoenix Head Start Governing Board, an updated summary of the financial and programmatic status of the program.

**THIS ITEM IS FOR INFORMATION ONLY.**

**Responsible Department**
This item is submitted by Deputy City Manager Deanna Jonovich and the Human Services Department.

6 **Head Start Monthly Report - November 2018**

This report provides the Parks, Arts, Libraries and Education Subcommittee, which serves as the City of Phoenix Head Start Governing Board, an updated summary of the financial and programmatic status of the program.

**THIS ITEM IS FOR INFORMATION ONLY.**

**Responsible Department**
This item is submitted by Deputy City Manager Deanna Jonovich and the Human Services Department.

7 **Cholla Trail Feasibility Study**

This report updates the Parks, Arts, Libraries and Education Subcommittee on the status of the Cholla Trail Feasibility Study at Camelback Mountain, as it relates to an alternative access point to the Cholla Trail Access Point.

**THIS ITEM IS FOR INFORMATION ONLY.**

**Responsible Department**
This item is submitted by Deputy City Manager Deanna Jonovich and the Parks and Recreation Department.
INFORMATION AND DISCUSSION (ITEMS 8-9)

8 Margaret T. Hance Park Update
This report provides information to the Parks, Arts, Libraries and Education Subcommittee regarding the Margaret T. Hance Park.

THIS ITEM IS FOR INFORMATION AND DISCUSSION.

Responsible Department
This item is submitted by Deputy City Manager Deanna Jonovich and the Parks and Recreation Department.

9 Read On Phoenix Update
This report provides the Parks, Arts, Libraries and Education Subcommittee an update on the Read On Phoenix Initiative that ensures every Phoenix child will have the skills and resources necessary to read at or above grade level by the end of third grade.

THIS ITEM IS FOR INFORMATION AND DISCUSSION.

Responsible Department
This item is submitted by Deputy City Manager Deanna Jonovich and the Youth and Education Office.

CALL TO THE PUBLIC

FUTURE AGENDA ITEMS

ADJOURN
For further information or reasonable accommodations, please call Kacie Howard, Management Assistant II, City Manager's Office at 602-262-7684. 7-1-1 Friendly.

Persons paid to lobby on behalf of persons or organizations other than themselves must register with the City Clerk prior to lobbying or within five business days thereafter, and must register annually to continue lobbying. If you have any questions about registration or whether or not you must register, please contact the City Clerk's Office at 602-534-0490.

Members:
Vice Mayor Jim Waring, Chair
Councilman Sal DiCiccio
Councilwoman Vania Guevara
Councilman Michael Nowakowski
For Approval or Correction, the Minutes of the Parks, Arts, Libraries and Education Subcommittee Meeting on Nov. 28, 2018

Summary
This item transmits the minutes of the Parks, Arts, Libraries and Education Subcommittee Meeting on Nov. 28, 2018 for review, correction or approval by the Parks, Arts, Libraries and Education Subcommittee.

The minutes are attached.

Responsible Department
This item is submitted by Deputy City Manager Deanna Jonovich and the City Manager's Office.
Call to Order
Vice Mayor Waring called the Parks, Arts, Libraries and Education Subcommittee meeting to order at 9:40am with Councilwoman Guevara and Councilman Nowakowski present.

Councilwoman Guevara led everyone in the pledge of allegiance.

Call to the Public
None.

1. For Approval or Correction, the Minutes of the Parks, Arts, Education and Equality Meeting on June 27, 2018

Councilman Nowakowski made a motion to approve the minutes from the June 27, 2018 Parks, Arts, Education and Equality Subcommittee meeting. Councilwoman Guevara seconded the motion which passed unanimously, 3:0.

Consent Actions (Items 2-3)
Items 2-3 were for consent action. No presentations were planned but staff was available to answer questions.

2. Camelback Mountain Property Designation

Jerry VanGasse mentioned that the money going in and out of the Parks and Preserve Initiative Funds should have a designated person overseeing the fund. Has he three attorneys working, two public interest attorneys, that deal with public initiatives, working on a proposal to go out and hire someone to manage this public fund. He plans to get this information to Council and City staff by end of 2018.
3. Phoenix Public Library’s Integrated Library System – Innovative Interfaces Incorporated
Vice Mayor Waring asked for a motion on items 2-3.

Councilman Nowakowski made a motion to approve items 2-3. Councilwoman Guevara seconded the motion which passed unanimously, 3:0.

Information Only (Items 4-9)

Information only. No Councilmember requested additional information.

5. Head Start Monthly Report – July through August 2018
Information only. No Councilmember requested additional information.

Information only. No Councilmember requested additional information.

Information only. No Councilmember requested additional information.

8. Principal for a Day Program
Information only. No Councilmember requested additional information.

9. Phoenix Public Library’s 2018 Summer Reading Program
Information only. No Councilmember requested additional information.

10. Item 10 was withdrawn prior to the meeting.

Discussion and Possible Action (Items 11-12)

11. Artist Design Contract for Community Well Site #156 Public Art Project

12. Artist Design Contract for Community Well Site #225 Public Art Project

Gail Browne, Arts and Culture Executive Director introduced Ed Lebow, Public Art Program Director. Lebow presented on Artist Design Contracts for Community Well Site #156 and #225 Public Art Projects.

Lebow stated these would be the fourth and fifth enhancement projects for community well sites. This is a partnership with the Water department, but it also is an involvement with Neighborhood Services, Police Department for safety and community organizations. The entire effort is to improve two well sites in this request. One is well site 225 at 44th Street and Beverly lane in District 2. The other is well site 156, which is 62nd Avenue and Osborn Road and on the edge of Districts 5 and 7.

A history of the projects include the following:
First project – was dedicated in September of last year with collaboration from the Water, Neighborhood Services and Police departments. The site is at 55th Ave and Edgemont. Second project – currently in construction and located at 6th street and Butler in District 6. Third project – currently in design and located at 73rd Ave and Crittendon.

The first artist recommended is artist Mary Shindell, up to $35,000. Potential artists came from a pool of 88 artists who responded to requests for qualifications. That pool was narrowed to six finalists. Five were interviewed as one had backed out of the project due to scheduling conflicts. Ms. Shindell was at the top of the list. She was recommended based on the quality of past work for Valley Metro in Mesa, 19th Ave Light Rail Corridor in Phoenix, and a Goodyear community park. The site would be located at 44th Street and Beverly Lane. The design is not determined but will come out of the involvement of the community and landscape architect and the artist.

The second artist recommended is Jeff Zischke, up to $35,000. The site would be located at 62nd and Osborn. He was recommended for his quality of past work with interpreting natural forms, Cavalier Park in Scottsdale and Westworld in Scottsdale. Both artists are Arizonan artists.

Councilwoman Guevara commented that she had visited the community center were the well site in Maryvale is planned. The community is excited and it will be an amazing asset.

Councilman Nowakowski wants to make sure this his and Vice Mayor Waring’s districts be able to recommend input to make sure that the community feels that they have a vested interest in the project.

Lebow stated they will work directly with both offices once the project is approved and begins.

Vice Mayor Waring wanted to know how citizens can get involved for providing input.

Lebow commented that there would be a kickoff meeting in the community and working with Council offices to make sure we got word out to all the neighborhoods involved. There would be a public meeting where the community can meet with the artist and the landscape architect and tell them how they would like to use the space.

Vice Mayor Waring asked what a timetable would be.

Lebow responded, if approved, the item would go before Council in December, kickoff in January/February, design January through June, funding and construction the following year.

Vice Mayor Waring asked where meetings would be hosted.

Lebow responded that we often ask the community members who have been involved what they recommend in the way of places to meet and what’s convenient for everyone.
Vice Mayor Waring asked how will citizens know about the meetings.

Lebow responded that they often work through the Water department and their outreach, but they will want to work with the Council offices.

Councilman Nowakowski made a motion to approve items 11-12. Councilwoman Guevara seconded the motion which passed unanimously, 3:0.

**Information and Discussion (Item 13)**

**13. Park Development and Improvements**

Inger Erickson, Parks & Recreation Director presented on Park Development and Improvements.

Parks has about 47,000 acres in parkland, about 180 parks, 200 miles of trails, 29 public pools, 6 municipal golf courses, 27 community centers and many specialty areas such as Heritage Square, Pueblo Grande Museum and Japanese Friendship Garden.

In 1999 the voters approved a one-tenth of a cent sales tax for 10 years. The first 10 years, 60% went to preserves, 40% went for purchase, improvement and renovations of facilities, including nine regional parks. In 2008 the tax was reauthorized by 83% of the voters, and the split was shifted. It went 60% for parks and 40% for the preserves, but it also allowed for maintenance and operation expenses to be charged to this revenue stream. Since the inception in 1999, about $510 million has been spent citywide on improvements, land acquisition and maintenance and operation expenses.

For the purposes of this presentation, the City was divided into two halves with Northern Avenue as the dividing point. There are larger amounts of facilities in the south primarily because of the way the City grew, but preserve acreage is very close.

Some of the facilities north of northern include 34 neighborhood parks, 19 community parks, 6 district parks, 1 golf course, 7 community centers and 8 community pools. Some of the projects that have happened because of the Parks Preserve Initiative funds over the last five years include Sonrisa playground, Pinnacle dog park and Paseo Highland pickleball court. There are 56 projects $29 million spent with an average of $522,000 per project.

Some of the facilities south of northern include 49 neighborhood parks, 29 community parks, 9 district parks, 5 golf courses, 21 centers and 21 community pools. Some of the projects that have happened because of the Parks Preserve Initiative funds over the last five years include Desert West Community Center, Mariposa playground and Willow park. There are 133 projects and $51 million spent with an average of $384,000 per project.
As it relates to the Preserves, Parks Preserve Initiative funds more funds have been spent in the north primarily because we've acquired more preserves recently.

A district park is a facility that's up to 85 acres. The service area is about five miles. It serves about 75,000 to 100,000 people and it could include things like golf courses, festival areas or swimming pools. Some good examples are Cesar Chavez park and Paradise Valley park. There are five in the north and seven in the south.

Community parks serve an area of about 1.5 miles and serves about 20,000 to 75,000 people and is 40 acres in size. They have active recreation amenities like lighted sports fields, dog parks and restrooms. There are 16 in the north and 24 in the south.

Basin, Mini and Neighborhood parks were categorized together. There are 49 neighborhood parks in the south and 34 in the north. Some examples are Sumida, Dynamite, University and Solano parks. Miniparks are generally 1-2 lot sizes. Many are located in the south. They are meant to be walked to. They generally have a playground, not a lot of amenities but mainly meant for the community in that surrounding area.

Natural areas examples consist of Papago Park, Phoenix mountain preserves and the Phoenix Sonoran preserve. There are 17,000 acres in the north and 18,000 in the south. There are 74 entry points in the north and 36 in the south.

Small community centers are usually a big open room and maybe one classroom but not a lot of other amenities and it's meant for the community to walk to and have a safe place to be. Many are located in central Phoenix. The smaller centers generally serve the teens and younger kids. The large centers usually have things like a gymnasium and weight equipment. There are 2 small in the north and 14 small in the south, and 5 large in the north and 6 large in the south.

Pool facilities have a high concentration in the central part of Phoenix. Many are sixty to seventy years old and smaller. Cortez was the most recent pool that we renovated and made it a facility to be used by all ages. There are 8 in the north and 21 in the south.

Tennis facilities currently have two facilities that are pay to play and the rest are drop in when the park is open. The two that are pay to play are Phoenix tennis center which has more than 20 courts and Mountainview which has 6 courts.

Golf courses consist of 6 golf courses even though two of the golf courses have two different sets of holes, 18 and 9. Two of them are managed by other organizations for us, but the golf courses are primarily south of the northern and Cave Creek is the one that is north of northern.

Undeveloped parks currently consist of 12 in the north and 17 in the south. Primarily these have stayed vacant for a period of time because we don't have operating funds to operate them.
Vice Mayor Waring thanked Erickson for providing this level of detail. He commented that in most cases there is a large disparity on each of the charts in the north and south. It is quite a drive for those in the north to enjoy many of the facilities. Many constituents are also asking about the undeveloped parks. He noted that we spend a lot of infrastructure downtown, but 1% of Phoenix's population, roughly 16,000 people, live downtown. We have eight districts, roughly 1.6 million with 200,000 people. It would be nice to track where the people are habitating and can get to easily. He wanted to know how can some changes be made to redirect resource/facilities to reach the newer populations.

Erickson responded that there hasn't been a lot of building new facilities in the last 10 years. The newest facility is the Pinnacle dog park and we will be building soccer fields in that same area in Reach 11. There needs to be continuing to have conversations about how we can continue to fund the ongoing operation maintenance of the facilities. If we can partner with other groups that might be able to help us with operation and maintenance, we might be able to get some of these things accomplished and built. Cashman park is a good example where the community wanted certain things which we didn't have the funds available, and they went out and they provided the funds.

Vice Mayor Waring asked were neighborhoods expected to chip in and if this is a standard practice.

Erickson responded no but some of the small community centers in the south part of town, most of them are run by nonprofits because we closed them. The nonprofit groups came together and helped us reopen those. A good example is the Victoria foundation at Harmon Park and Friendly House at Central Park. The community members are stepping forward, and they're actually paying to operate those facilities and they paid for all the staffing, all the operations, they pay a percentage of the utilities because the utilities would be there regardless of if we were open or close and they pay a percentage and eventually to be 100% of the facilities for those facilities.

Vice Mayor Waring commented on the disparity of community centers to the north and also golf course disparity. He noted that you could pay about the same to play on a private course compared to a city course. He noted that constituents still pay taxes for facilities that are out of range and will probably not be used. He also noted that there are a fair number of basin parks, but those aren't outfitted with the same stuff that a bigger park has.

Vice Mayor Waring asked the cost for a tennis court and basketball court.

Erickson responded $200,000 and higher depending on if you want lights and multiple courts. A basketball court would cost around $50,000.

Councilman Nowakowski commented that one of the biggest concerns in Laveen and Estrella mountain is why would we spend money to have all these future parks but at the same time we also have new developments that have their own parks within their homeowner's association. He suggests putting a plan together to have district or regional
parks where you have them strategically planted throughout the City. He also wants to look at the pools and making sure that they're spread out and explore potential to close some and create these district or regional areas where you have these full services. Another concern is the lack of soccer fields and the lack in south and west Phoenix. He would like to discuss creation of a matrix looking at what we have now and what we should be doing in the future.

Vice Mayor Waring reiterated the disparity and also mentioned that some of the newer development only provide access to the parks by those in that particular community. We need to find ways to divvy up the resources.

Councilman Nowakowski commented that he liked the report but it is broad. He suggested three or four different meetings or future agenda items to focus on the concept of a district park, maybe the community park, and why we had so many community parks in the central area, and if there's a need for those still or not, and the usage, and give numbers and data. There can also be discussion on the community centers, how many of those are being ran by the City of Phoenix, and how many of those are being run by nonprofits so then we can get a clearer picture. He also wants to look at some of the best practices of other cities that are out there and maybe we can break this down and have more of an in-depth conversation.

Call to the Public
None.

Future Agenda Items
Creating a plan/matrix on the best use of current and future park facilities.

Discussion on the concept of district and community parks.

Review best practices of parks facilities in other cities.

Adjournment
Vice Mayor Waring adjourned the meeting at 10:38am.

Respectfully submitted,
Khala Stanfield
Management Assistant II
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<td>Tony Anzide</td>
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<td>Gregg Bach</td>
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<td>Marie Howard</td>
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<td>Maria Dominguez</td>
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<td>Khavia Stanfield</td>
<td>MATT II</td>
<td>Budget &amp; Research</td>
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<td>Gill Brown</td>
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<td>Kati Stegall</td>
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<td>Ed Lebanon</td>
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<td>Liz Erickson</td>
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<td>Tasha Tull</td>
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<td>Jesse Clay</td>
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<td>Lindsey Rodriguez</td>
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<td>Amy Carmichael</td>
<td>Deputy Director</td>
<td>HSD-EDU</td>
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<td>18.</td>
<td>Rosemary Volle</td>
<td>Dept. Budget Supervisor</td>
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Arizona Commission on the Arts FY 2019-20 Community Investment Level VI Grant Application

This report requests that the Parks, Arts, Libraries and Education Subcommittee recommend City Council approval to apply for up to $60,000 in Arizona Commission on the Arts (ACA) Community Investment Level VI matching grant funds for fiscal year 2019-20. The grant funds would be used by the Phoenix Office of Arts and Culture in FY 2019-20 to support initiatives identified through the Office's planning process with the local cultural community.

THIS ITEM IS FOR CONSENT ACTION.

Summary
The ACA Community Investment Level VI Grant is a flexible funding category developed to recognize and assist the cultural programming and achievements of Arizona's local arts agencies. Funds may be used to support agency operations and special projects. The Phoenix Office of Arts and Culture has applied for and received annual grant funds from the Arizona Commission on the Arts since 1994.

If awarded, the grant funds will support development and distribution of informational materials regarding the arts and cultural community; provision of management and technical assistance services to artists and cultural organizations; development of educational public outreach programs that promote an appreciation of arts and culture; and support for special community arts and culture initiatives.

Financial Impact
The ACA Community Investment Level VI Grant requires a 1:1 match by applicants. The Phoenix Office of Arts and Culture FY 2019-20 General Purpose Fund appropriation will be used to match the FY 2019-20 grant award.

Responsible Department
This item is submitted by Deputy City Manager Karen Peters and the Phoenix Office of Arts and Culture.
Request Authorization for Phoenix Public Library to Accept Historic Vintage Postcard Collection

This report requests the Parks, Arts, Libraries and Education Subcommittee recommend City Council approval to accept a donation of the Susan Arreola Postcard Collection, valued at $20,197.50 from Susan Arreola, to be housed within the Arizona Room at Burton Barr Central Library.

THIS ITEM IS FOR CONSENT ACTION.

Summary
Susan Arreola worked for a decade as an urban planner for the City of Phoenix and was an avid collector of Phoenix historic postcards. The images on the postcards depict early Phoenix life from the years surrounding Arizona statehood into the 1960s. They include: commercial and residential buildings; schools, hospitals, and churches; airport; downtown streets; canals and water features; parks and natural landmarks; farming, agriculture, and stockyards; as well as promotional images and greetings. Portions of the collection were used in several planning documents and publications, including Midcentury Marvels: Commercial Architecture of Phoenix, 1945-1975 (City of Phoenix: Historic Preservation Office, 2010). The collection, one of the largest collections of Phoenix, Arizona in existence is valued at $20,197.50 and consists of approximately 2,500 historic vintage postcards.

The historic vintage postcard collection will be incorporated into the Arizona Room, a special research collection at Burton Barr Central Library. The Arizona Room showcases the history and culture of greater Phoenix, Arizona, and the Southwest. These postcards will be invaluable for researchers, historians, architects, preservationists, the general public and access to the collection will be restricted to use within the Arizona Room.

Location
Burton Barr Central Library, 1221 N. Central Ave.
Council District: 7
Responsible Department
This item is submitted by Deputy City Manager Deanna Jonovich and Library Department.
Request Approval of the 2019-2020 Head Start Birth to Five ERSEA Plans and the Selection Criteria

This report requests the Parks, Arts, Libraries and Education Subcommittee, which serves as the Head Start Birth to Five Governing Board, approve the 2019-2020 Head Start Birth to Five, Eligibility, Recruitment, Selection, Enrollment, and Attendance (ERSEA) Plans and the Selection Criteria.

THIS ITEM IS FOR CONSENT ACTION.

Summary

Each year, the Head Start Birth to Five program is required to develop and implement a written plan defining their policies and procedures for the Eligibility, Recruitment, Selection, Enrollment, and Attendance (ERSEA) of children. As the Governing Board for the City of Phoenix Head Start Birth to Five programs, the Parks, Arts, Libraries and Education (PALE) Subcommittee is required to establish the procedures and criteria for the recruitment, selection and enrollment of children. Recommendations are illustrated in the ERSEA Plan (Attachment A). Edits, added or changed language, are highlighted yellow. A change in responsibility over the procedural selection of children is the only major update in this document. There were no changes made to the actual selection criteria.

The accompanying document specifically denotes the goals of the ERSEA plan as required by the office of Head Start including:

- Specifics for determining eligibility.
- Recruitment of eligible children and establishment of wait lists.
- Selection of children in order to serve those most in need.
- Enrollment process.
- Attendance policies.

The ERSEA plan is necessary to ensure the selection of enrollees is made fairly, systematically, and using the selection criteria. The City of Phoenix ERSEA plan also specifies the connection to other federally funded programs including the McKinney-Vento Homeless Assistance Act and the Individuals with Disabilities Education ACT.
As the grantee operator, the city of Phoenix must develop a selection criteria to determine the children most in need.

Priority is determined based on the following:

- Children with Disabilities.
- Children living in a Foster Home.
- Children living with a Teen Parent or Grandparents.
- Families experiencing Homelessness.
- Children and families with Adverse Childhood Experiences.

Page 11 of **Attachment A** includes the current selection criteria for all Head Start service options.

**Concurrence/Previous Council Action**
This item was approved by the Head Start Policy Council on Jan. 14, 2019.

**Responsible Department**
This item is submitted by Deputy City Manager Deanna Jonovich and the Human Services Department.
Human Services Department/Education Division

ERSEA Plan
(Eligibility, Recruitment, Selection, Enrollment and Attendance)
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Goals of the ERSEA Plan

The Goals of the City of Phoenix Head Start Birth to Five ERSEA Plan are:

- To specify the eligibility, recruitment, selection, enrollment and attendance procedures of the City of Phoenix Head Start Birth to Five Program.
- To identify the specific responsibilities of the Education Division staff, including home visitors and caseworkers.
- To identify enough eligible children to maintain a wait list of 20% beyond enrollment per site.
- To assure that efforts are made to inform and recruit potential enrollees identified as the most in need.
- To assure that decisions regarding selection of enrollees are made in a systematic and fair way based on the selection criteria within each local community.
- To abide by the McKinney-Vento Homeless Assistance Act as it applies to Head Start Birth to Five programs.
- To provide a least restrictive environment placement option for children being served under the Individuals with Disabilities Education Act (IDEA).

The Birth to Five Selection Criteria and ERSEA Plan will be approved annually by the Policy Council and Governing Board. Approval will occur prior to the beginning of the intake process. However, identification and recruitment of families is a continual effort. Each Education Service Provider’s Policy Committee and Governing Board will annually approve its own ERSEA Plan which must be in alignment with the Head Start Program Performance Standards (HSPPS).

Age Eligibility Policy

Preschool children must be three or four years old prior to the date used to determine eligibility for the public school in the community in which the Head Start classroom is located (in Phoenix that date is generally either August 31st or September 1st depending on the school district’s kindergarten acceptance date). Children under the age of three and pregnant women are eligible for the Infant-Toddler programs. Children with disabilities requiring special education or related services (as determined by the Individual Education Plan) should be considered age eligible for Head Start Preschool programs as of their third birthday (ACF IM-94-16). Three-year-old classrooms are available based on local need.

Serving a Birth to Five Continuum

Three-year-old children transitioning from an infant/toddler placement within one of the Grantees (the City of Phoenix program, Chicanos Por La Causa Early Head Start, Crisis Nursery Early Head Start, Neighborhood Ministries and Southwest Human Development Early Head Start) will be given priority consideration for acceptance into City of Phoenix Head Start Preschool programs. The Birth to Five selection criteria supports the purpose and intent of this practice.
Eligible three and four-year-old children transitioning from other Head Start grantees will be given priority, once the family has completed the intake process and been deemed eligible, to ensure continuity of services.

The City of Phoenix Birth to Three service options gives priority to younger children, at risk pregnant women, teen parents, and children with disabilities as outlined in the selection criteria (Appendix A).

**Income Eligibility Policy**

The City of Phoenix Head Start Birth to Five program is required to serve children from low-income families as the primary responsibility.

At least 90% of the children must live in families with a total annual income (before taxes) equal to or below the federal poverty income guidelines. The remaining 10% of the children may come from families whose income is above the poverty guidelines.

The remaining 10% of the children may live in families whose income is above the poverty guidelines, but meet other qualifying factors. Children of over-income families with identified disabilities (under IDEA) may be served. Once the 10% mandate has been fulfilled, eligibility decisions should consider low-income and selection criteria priorities (Appendix A).

Income based on family size is the key component in determining eligibility. The federal poverty guideline figures are directly dependent upon the number of persons in a family. In order to implement the regulations regarding income, the City of Phoenix Head Start Birth to Five program will use the definitions of “family” and “income” found in the eligibility regulations 45 C.F.R., 1305.2 of the HSPPS.

In determining the size of a family the following definition must be used. Family means “all persons in the same household who are supported by the child’s parent(s)’ or guardian(s)’ income; and are related to the child’s parent(s) or guardian(s) by blood, marriage, or adoption; or are the child’s authorized caregiver or legally responsible party”.

Once family size has been determined, the family’s income will be compared with the federal poverty guidelines to determine if their income is equal to or below the poverty line. The term income means “gross cash income and includes earned income, military income (including pay and allowances), veteran’s benefits, Social Security benefits, unemployment compensation, child support income and public assistance benefits”.

**Categorically Eligible**

- Age eligible children experiencing homelessness as defined by the McKinney-Vento Homeless Assistance Act and the Office of Head Start.
- Children within the foster care system.
- The family is eligible for or, in the absence of child care, would be potentially eligible for public assistance; including TANF child-only payments.
**Income Verification Policy**

The City of Phoenix Head Start Birth to Five program is responsible for having accurate information regarding income eligibility. Staff must indicate they have seen and verified documentation of the income. Staff signature on the Eligibility Verification Form is proof of verification. All income documents/documentation will be kept in the caseworker or family advocate office. Supervisors review and approve all eligibility documents.

If a child has been found income eligible and is participating in a Head Start Preschool program, he or she remains income eligible through that enrollment year and the immediately succeeding enrollment year. Children who are enrolled in a Head Start Infant-Toddler Program remain income eligible while they are participating in the program. When a child transitions from an infant-toddler program to a preschool program the family income must be re-verified. The family income for a child enrolling in a Head Start Preschool program for a third year must also be re-verified.

**Verification of the current financial status can exist on any of the following documents:**

- W-2 Forms
- Individual Tax Form 1040
- Pay stubs or pay envelopes
- DES or Supplemental Security Income decision letters
- Written statements of income from employer(s)
- Self-Declaration of income may be accepted, under special circumstances after evaluation by the supervisor.
- Unemployment verification
- Foster Care Reimbursement
- Child Support Award Letters

**Recruitment of Children**

Although recruitment and outreach is conducted on a continual cycle throughout the year, more targeted recruitment and outreach efforts will begin in February of each year to ensure full enrollment at the beginning of the school year the following August. Recruitment and outreach efforts are the responsibility of all staff within the City of Phoenix Head Start Birth to Five program, education service providers and child care partners. Prior to the beginning of the enrollment year education service providers and caseworkers will create and establish a written Recruitment Plan which takes into account each education service provider’s unique and individual methods to recruit families.

The process for making families aware of Head Start Birth to Five opportunities include cyclical and routine advertising, community outreach in collaboration with the designated City of Phoenix Public Information Officer, grantee, education service providers, and child care partners. Pre-registration forms are completed throughout the year via website, telephone and during community outreach events.
Recruitment Assistance Sources

The City of Phoenix Head Start Birth to Five program will work collaboratively with partners to recruit and identify families. Examples of partnerships include but are not limited to:

- Phoenix Human Services Department-Community Services Division
- Local Homeless Shelters
- Head Start Parents
- Arizona Early Intervention Program (AzEIP)
- Division of Developmental Disabilities (DDD)
- Other organizations serving children Birth to Five with disabilities
- Arizona Health Care Cost Containment System (AHCCCS)
- Local Child Find Efforts
- Agencies serving low income families and children
- Arizona Department of Economic Security
- Local Education Agencies (LEA)
- Women, Infants, and Children Food and Nutrition Services (WIC) Offices
- Child Welfare
- City of Phoenix Housing Department

Recruitment of Children with Special Needs

The City of Phoenix Head Start Birth to Five program provides a least restrictive environment for children identified under IDEA. Preference should be given to children who receive services under IDEA and are income eligible. Considerable effort and coordination is required to identify children with disabilities who may benefit from Early Head Start services.

For preschool aged children, each education service provider will work collaboratively with key staff within the local school district/s to identify children who are currently in self-contained preschool placement and who may benefit from a less restrictive environment. Some children may be targeted for placement in Head Start, as determined by the IEP team. When considering a Head Start placement, a Head Start representative will be an active member of the team.

Education service providers will also work with local school districts to participate in a collaborative Child Find process to identify, place, and serve three to five year old children with disabilities.

All Recruitment Plans will include outreach that intentionally market to community agencies that serve children with disabilities. Children may participate in dual programs.

An education service provider which is also a local education agency must develop written documentation of the district’s policies and procedures for placement of students with IEP’s and assurance of the 10% mandate.
In cases of non-profit education service providers, a formalized agreement such as a Memorandum of Understanding (MOU) is required in order to outline specific responsibilities of ensuring the 10% mandate.

Enrollment in other therapy services or programs is not a basis for exclusion in a Head Start Birth to Five program.

**Intake Procedures:**

The intake processes for first year families will include the following:

- Collection of pre-registration forms
- Scheduling of intakes appointments
- Determination of eligibility
- Verification of family’s income
- Verification of child’s age
- Verification of address to determine placement

City of Phoenix Head Start Birth to Five staff will complete the following forms:

- Application form
- Health/ medical history
- Nutrition screening
- Family Outcomes Pre-Assessment

Review of medical requirements and immunization status will include the following:

- Explanation of health requirements and resources provided, as needed
- Distribution of physical exam form
- Distribution of dental exam form
- Review of immunization status and distribution information on immunization fairs
- Distribution of special health and nutrition forms to gather information from the child’s health care provider regarding health or nutrition accommodations children may need while at school or in child care.

**Selection Process**

The Head Start Birth to Five program has formal written processes for selecting families with a selection criterion that considers income, age, disabilities, and needs identified by the community assessment.

The approved Birth to Five selection criteria will be uploaded into the Grantee’s electronic management system no later than February 1st. This will allow caseworkers to conduct first year intakes for siblings during the intake for second year children, providing the poverty guidelines have been released.

The Head Start Birth to Five staff will begin selecting second year preschool children for enrollment during the months of February and March, birth to three selection is on-going throughout the year. Head Start Birth to Five staff will begin selecting first year children into the program starting in March. Education Service Providers will be provided a list of
pre-selected children via the electronic data system or given copies of intakes so as to place in classrooms.

A wait list which ranks children according to their needs and based on the selection criteria will be maintained throughout the year to ensure eligible children enter the program as vacancies occur. However, if a child has the opportunity for service due to eligibility according to another funding source, Head Start will work with partners to ensure children are served and not prevented from service due to placement on any waitlist.

No child will be denied placement in a Head Start preschool classroom due to any chronic health condition or not being toilet trained.

**Notification of Enrollment**

All families completing an Intake in the Head Start Birth to Five programs are notified in writing or by telephone of their enrollment status. All eligible families will be placed either on a class list or a waiting list. The enrollment date is the first date the child attends school for center-based programs, and the date of the first home visit or service for home-based programs. Enrollment is documented in electronic management system by the City of Phoenix Head Start Birth to Five caseworkers.

**Enrollment**

Each child enrolled in the Birth to Five Head Start program must be allowed to remain in the program until a natural transition as defined in 45 C.R.F. 1302.12(j), Eligibility Duration of the HSPPS, an exception to this would be if the family moves out of the service area.

**Re-enrollment**

A child can be considered for re-enrollment once they have left the program as long as the family resides in the service area and the request is within the same school year for preschool and same calendar year for infant-toddler programs. If the request is outside of these parameters an intake must be conducted to ensure the family continues to meet the eligibility requirements. A re-enrollment request may also be denied if there are children on the wait list with higher needs based on the selection criteria.

**Alternative Placement/Drop Policy**

Once a child is enrolled and attending a program and a concern arises regarding the child’s individual needs, a multi-disciplinary team meeting must occur to discuss the concerns and related services available. The parent/guardian of the child will be invited to participate in this meeting and be a critical part of the multi-disciplinary team. This pertains to all Head Start children not just children with disabilities. No child will arbitrarily be dropped from the Birth to Five Head Start programs.

No child shall be dropped from the program based solely on a parent/guardian’s lack of participation in the program or failure to meet its requirements.
For the center-based programs, the education service provider or child care partner director has the responsibility of informing parents of the impact attendance has on a child’s successful education experience and work with those parents whose children have chronic absenteeism. Dropping children from the program based on chronic absenteeism will only be done in order to remain in compliance with 45 C.F.R., 1302.15(a) “Funded enrollment. A program must maintain its funded enrollment level and fill any vacancy as soon as possible. A program must fill any vacancy within 30 days”. Parents/guardians will be notified if the child is dropped from the program by phone or mail. The caseworker shall be notified of the child’s drop and will document the appropriate drop date in the electronic management system database.

In the home-based program two “No Show” appointments and no response from the parent/guardian may result in the family being dropped. Client attendance letters will be sent to request participation in the program before dropping. The parent/guardian may be informed by phone message or letter that they have been dropped. The drop date is the last date of contact with the family.

Transfer Policy

Enrolled children transferring from and to another City of Phoenix Head Start Birth to Five Program will be enrolled if a slot is available to ensure a continuation of services. If a slot is not available, the child will be placed at the top of the waiting list.

Early Head Start children may transfer from one program option to another when family employment circumstances change. The home-base program is available for non-working parents/guardians and the child care partnership option is available for full-time working parents or students enrolled in school.

Class List

Enrollment lists are developed for each program. Children are placed on class lists based upon the service area in which they reside trying to ensure they are as close as possible to their homeschool. Efforts will be made to maintain a 20% wait list for each classroom. Once the class is filled, the rest of the children will be placed on a wait-list. When a vacancy occurs children from the wait list are considered based on need determined by the selection criteria.

Attendance and Absenteeism

Attendance is tracked by instructional staff or family advocates in the electronic management system. Caseworkers are responsible to monitor attendance. Each program has a method of for analyzing chronic absenteeism, and working with families to remove barriers. If a child’s average daily attendance slips below 95% in one month, prompt action will be taken to mitigate the circumstances which are effecting the child’s education opportunity.

All program options in the City of Phoenix Birth to Five program have a written absenteeism policy, approved by the Policy Council or Policy Committee. Each
parent/guardian receives a copy of the absenteeism policy. During the parent/guardian orientation, staff communicate to parents/guardians their responsibility in contacting the program when their child is absent.

In compliance with 45 C.R.F. 1302.16(a)(1) of the (HSPPS) “if a child is unexpectedly absent and a parent has not contacted the program within one hour of program start time, the program must attempt to contact the parent to ensure a child’s well-being”. The education service provider or child care partner is responsible for contacting the parent/guardian the day the child is absent from class, if the parent/guardian has not contacted the program.

On the third consecutive day of absence the teacher writes a referral to the caseworker if there has not been any contact with the parent indicating why the child is absent. The caseworker makes personal contact with the family to identify the reason for the absence and provide the family with assistance and/or resources to overcome the attendance barrier. If the parent is unable to overcome the barrier and wishes to withdraw their child from the program the caseworker will document the withdrawal in the electronic management system and report it to the appropriate education service provider or child care partner staff.

**Vacancy Policy**

All vacancies in the program must be filled from the prioritized wait list as quickly as possible and within thirty (30) calendar days from the last day the child attended which aligns with 45 C.F.R. 1302.15(a) of the HSPPS.

A home visitation slot shall be considered vacant after the last contact between the program and the family.

A center-based slot shall be considered vacant on the child’s last day of attendance. An exception to this rule can be made with the approval of the Head Start Program Coordinator. The caseworker must be informed of a newly enrolled child on the child’s first day of attendance to ensure the child is enrolled in the electronic management system and screening deadlines are established.
# 2019-2020 Selection Criteria

## AGE Birth to 3

<table>
<thead>
<tr>
<th>Age</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>0 – 11 months</td>
<td>3</td>
</tr>
<tr>
<td>12- 23 months</td>
<td>2</td>
</tr>
<tr>
<td>24 – 36 months</td>
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## Parental/CCDF Status (EHS CCP only)

<table>
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<tr>
<th>Status</th>
<th>Points</th>
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</thead>
<tbody>
<tr>
<td>Has a CCDF Subsidy</td>
<td>2</td>
</tr>
<tr>
<td>Qualified for CCDF (on DES wait list)</td>
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## Disabilities

<table>
<thead>
<tr>
<th>Disability</th>
<th>Points</th>
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</thead>
<tbody>
<tr>
<td>Child born premature (before 36 weeks) EHS ONLY</td>
<td>2</td>
</tr>
<tr>
<td>Has a current IFSP/IEP</td>
<td>2</td>
</tr>
<tr>
<td>Child with documented referral or diagnosis of developmental delay</td>
<td>1</td>
</tr>
<tr>
<td>Child receiving therapy from private agency</td>
<td>1</td>
</tr>
<tr>
<td>Parent/Guardian and/or sibling with documented disability</td>
<td>1</td>
</tr>
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</table>

## Parental Status

<table>
<thead>
<tr>
<th>Status</th>
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<tbody>
<tr>
<td>Child in Foster Care</td>
<td>2</td>
</tr>
<tr>
<td>Kinship – relative/guardian is caring for the child</td>
<td>2</td>
</tr>
<tr>
<td>Teen parent at time of registration (18 years old or younger)</td>
<td>2</td>
</tr>
<tr>
<td>Teen parent at time of child’s birth (18 years old or younger)</td>
<td>1</td>
</tr>
<tr>
<td>Parenting single</td>
<td>1</td>
</tr>
<tr>
<td>Parent education level 8th grade or less</td>
<td>1</td>
</tr>
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</table>

## Other Factors

<table>
<thead>
<tr>
<th>Factor</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>Transition from EHS/HS to HS</td>
<td>2</td>
</tr>
<tr>
<td>Continuity of Care- Siblings in EHS/HS</td>
<td>1</td>
</tr>
<tr>
<td>Refugee</td>
<td>2</td>
</tr>
<tr>
<td>TANF/SSI</td>
<td>1</td>
</tr>
<tr>
<td>Three or more children under the age of 5 living in the home</td>
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</table>

## Crisis

<table>
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<tr>
<th>Crisis</th>
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<tbody>
<tr>
<td>Any member in the home who: Is currently abusing substances (drugs or alcohol)</td>
<td>2</td>
</tr>
<tr>
<td>Is currently incarcerated or has been at some point since child was born</td>
<td>2</td>
</tr>
<tr>
<td>Has a mental health diagnoses or receiving mental health treatment</td>
<td>2</td>
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<tr>
<td>History of DCS involvement</td>
<td>2</td>
</tr>
<tr>
<td>History of domestic violence within the last 5 years</td>
<td>2</td>
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<tr>
<td>Family separated due to crisis</td>
<td>2</td>
</tr>
<tr>
<td>Family Experiencing Homelessness</td>
<td>3</td>
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</tbody>
</table>

## Total Points

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<tr>
<th>Total Points</th>
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<td>1.– 3.</td>
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<td>4.– 5.</td>
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<td>6.</td>
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Head Start Monthly Report - October 2018

This report provides the Parks, Arts, Libraries and Education Subcommittee, which serves as the City of Phoenix Head Start Governing Board, an updated summary of the financial and programmatic status of the program.

**THIS ITEM IS FOR INFORMATION ONLY.**

**Summary**
The Improving Head Start for School Readiness Act of 2007 requires each Head Start Grantee share information with the Governing Board and Policy Council about program planning, policies and operations on a monthly basis. To comply with the Act, the Head Start program provides a monthly report on the following areas:

- Fiscal Expenditures.
- Enrollment Reports.
- School Attendance.
- Medical/Dental Exams.
- Monitoring.
- Program Information Summaries.

**Fiscal Expenditures**
Attachment A shows year-to-date expenditures for the Fiscal Year 2018-2019. The report includes a break down for each delegate agency, the policy council, and administrative support. October expenditures are on track for the current year.

**Enrollment Reports**
The Office of Head Start requires programs to submit the total number of funded slots and children enrolled on the last day of each month. At the end of October, enrollment was 3,447 out of 3,451 slots. The four vacant slots were from Alhambra due to lack of children in the area where the classrooms are located. Grantee staff continues to find other ways to identify children in the area who meet the Head Start criteria.
School Attendance in Head Start
The annual target for attendance set by the Office of Head Start (OHS) is 85 percent. Attachment B indicates the year-to-date attendance through the month of October for the Preschool program and Child Care Partners program. The Childcare Partnership attendance continues to be below the target due to cold/flu season illnesses and parents choosing to keep their younger children at home when their older children are on Fall break.

Medical/Dental Exams
Head Start regulations require all children to have complete medical and dental exams each year. Through the end of October, a total of 2,452 medical and 2,853 dental exams were completed for a total of 5,305 as illustrated in Attachment C. Caseworkers continue to gather information on available community health resources to share with the Head Start Birth to Five families to ensure children receive free medical and dental exams.

Monitoring
To date, the Quality Assurance team have completed 12 out of 13 planned post-conference meetings for Active Supervision with partners. In the month of October, the team started monitoring the Safety Practices which will be conducted in 20 percent of the classrooms at each program site. In addition, the Quality Assurance team is reviewing teacher files to ensure new staff meet Head Start qualifications. Staff will also review teacher files and ensure updates are made to any required items such as fingerprint clearance per Child Care Licensing.

Program Information Summaries
Please see Attachment D.

Responsible Department
This item is submitted by Deputy City Manager Deanna Jonovich and the Human Services Department.
## POLICY COUNCIL BUDGET REPORT

**Yr 5 Head Start Financial Summary Grant 890095**

Planned level of Expenditures 33.3%

For the Month Ending October 31, 2018

<table>
<thead>
<tr>
<th>Fund Center</th>
<th>Program</th>
<th>FTE</th>
<th>Revised Budget 2019</th>
<th>YEAR-TO-DATE Expenditures</th>
<th>FY19 Remaining Balance</th>
<th>FY19 YEAR-TO-DATE %</th>
<th>Remaining Balance</th>
<th>FY19 YEAR-TO-DATE %</th>
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<tbody>
<tr>
<td>8940050001</td>
<td>HS Administration</td>
<td>9</td>
<td>2,745,811</td>
<td>746,895</td>
<td>1,998,916</td>
<td>27%</td>
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<tr>
<td>8940050004</td>
<td>HS T&amp;TA</td>
<td>-</td>
<td>205,676</td>
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<tr>
<td>8940050012</td>
<td>HS Policy Council</td>
<td>-</td>
<td>18,834</td>
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<td>16,323</td>
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<tr>
<td>8940050015</td>
<td>HS Mental Health</td>
<td>5</td>
<td>459,189</td>
<td>124,378</td>
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<td>8940050016</td>
<td>HS Casework Support</td>
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<td>5,484,772</td>
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<td>HS Classroom Support</td>
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<td>1,631,633</td>
<td>517,982</td>
<td>1,113,651</td>
<td>32%</td>
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<td></td>
<td>Total City of Phoenix</td>
<td>93</td>
<td>10,545,915</td>
<td>3,306,619</td>
<td>7,239,296</td>
<td>31%</td>
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<table>
<thead>
<tr>
<th>Fund Center</th>
<th>Program</th>
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<th>Revised Budget 2019</th>
<th>YEAR-TO-DATE Expenditures</th>
<th>FY19 Remaining Balance</th>
<th>FY19 YEAR-TO-DATE %</th>
<th>Remaining Balance</th>
<th>FY19 YEAR-TO-DATE %</th>
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<td>4,598,418</td>
<td>1,512,157</td>
<td>3,086,261</td>
<td>33%</td>
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<tr>
<td>8940051011</td>
<td>Roosevelt</td>
<td>-</td>
<td>2,111,439</td>
<td>280,885</td>
<td>1,830,554</td>
<td>13%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>8940051013</td>
<td>Wilson</td>
<td>-</td>
<td>377,574</td>
<td>64,589</td>
<td>312,985</td>
<td>17%</td>
<td></td>
<td></td>
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<tr>
<td>8940051116</td>
<td>Fowler</td>
<td>-</td>
<td>1,181,686</td>
<td>192,062</td>
<td>989,624</td>
<td>16%</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Total Delegates</td>
<td>-</td>
<td>17,155,495</td>
<td>3,639,981</td>
<td>13,515,514</td>
<td>21%</td>
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<th>Fund Center</th>
<th>Program</th>
<th>FTE</th>
<th>Revised Budget 2019</th>
<th>YEAR-TO-DATE Expenditures</th>
<th>FY19 Remaining Balance</th>
<th>FY19 YEAR-TO-DATE %</th>
<th>Remaining Balance</th>
<th>FY19 YEAR-TO-DATE %</th>
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<tbody>
<tr>
<td>8940505021</td>
<td>Early Head Start Operations Support</td>
<td>44</td>
<td>3,591,830</td>
<td>1,341,764</td>
<td>2,250,065</td>
<td>37%</td>
<td></td>
<td></td>
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<tr>
<td>8940505024</td>
<td>Early Head Start T&amp;TA</td>
<td>-</td>
<td>80,944</td>
<td>7,062</td>
<td>73,882</td>
<td>9%</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Total Early Head Start</td>
<td>44</td>
<td>3,672,774</td>
<td>1,348,826</td>
<td>2,323,948</td>
<td>37%</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Subtotal</td>
<td></td>
<td>31,374,184</td>
<td>8,295,427</td>
<td>23,078,757</td>
<td>26%</td>
<td></td>
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<th>Fund Center</th>
<th>Program</th>
<th>FTE</th>
<th>Revised Budget 2019</th>
<th>YEAR-TO-DATE Expenditures</th>
<th>FY19 Remaining Balance</th>
<th>FY19 YEAR-TO-DATE %</th>
<th>Remaining Balance</th>
<th>FY19 YEAR-TO-DATE %</th>
</tr>
</thead>
<tbody>
<tr>
<td>8940606021</td>
<td>EHS Child Care Operations</td>
<td>12</td>
<td>3,414,306</td>
<td>932,923</td>
<td>2,481,383</td>
<td>27%</td>
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<td></td>
</tr>
<tr>
<td>8940606024</td>
<td>EHS Child Care T&amp;TA</td>
<td>-</td>
<td>80,914</td>
<td>32,789</td>
<td>48,125</td>
<td>41%</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Total EHS Child Care</td>
<td>12</td>
<td>3,495,220</td>
<td>965,712</td>
<td>2,529,508</td>
<td>28%</td>
<td></td>
<td></td>
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<td></td>
<td>Grand Total</td>
<td>149</td>
<td>34,869,404</td>
<td>9,261,139</td>
<td>25,608,265</td>
<td>27%</td>
<td></td>
<td></td>
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</tbody>
</table>

Note 1: Head Start budget includes carry forward amount of $331,772; Early Head Start budget includes carry forward amount of $131,873

Note 2: Budget Amounts Include Cost of Living Adjustments
**Goal:**
Increase attendance of Head Start Birth to Five children.

**Target:**
85% of children will attend each day.

**Significance:**
Attendance is a key factor in being able to get children ready to attend kindergarten.
Head Start Birth to Five Medical Exams Completed

Target: 3,451 exams
FY 18-19 Exams: 2,452

Goal:
Ensure Head Start Birth to Five children receive necessary medical and dental exams.

Target:
3,451 Medical Exams and 3,451 Dental Exams

Significance:
Head Start Birth to Five children are required to have medical and dental exams as part of the Head Start regulations.

---

Head Start Birth to Five Dental Exams Completed

Target: 3,451 exams
FY 18-19 Exams: 2,853

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Head Start Birth to Five Medical Exams Completed

Head Start Birth to Five Dental Exams Completed
Program Information Summaries

**Parent Partners Plus Strategic Planning**
On October 2, staff from Head Start Birth to Five Program participated in the Parent Partners Plus (PPP) Alliance Strategic Planning process. Parent Partners Plus is an alliance of in-home visitation programs serving families who are pregnant or have a child under the age of 5 in Maricopa County. The home visitation programs are free, voluntary, and strive to help parents discover how to be the best parent. In an effort to better leverage collective resources and coordinate efforts for increased effectiveness, PPP Alliance members participated in a strategic planning meeting.

**Strengthening Program Behavior Support in the Classrooms**
On October 3, staff from the Head Start Birth to Five Program Behavior Support Team met with staff from Greater Phoenix Urban League, Wilson School District, Roosevelt School District, and Murphy School District to collaborate and discuss various behavior concerns in the classrooms. Head Start Birth to Five staff identified specific action steps for coaches.

**ChildPlus Scramble Training**
During the week of October 22, Head Start Birth to Five Program staff attended a conference in Las Vegas, Nevada on ChildPlus software. This 3-day conference provided information on best practice approaches and ways to utilize ChildPlus features and reports to gather and analyze data. The conference provided information to better support City of Phoenix staff and improve upcoming training for the Birth to Five Head Start program staff utilizing ChildPlus.
Head Start Monthly Report - November 2018

This report provides the Parks, Arts, Libraries and Education Subcommittee, which serves as the City of Phoenix Head Start Governing Board, an updated summary of the financial and programmatic status of the program.

THIS ITEM IS FOR INFORMATION ONLY.

Summary
The Improving Head Start for School Readiness Act of 2007 requires each Head Start Grantee share information with the Governing Board and Policy Council about the program planning, policies and operations on a monthly basis. To comply with the Act, the Head Start program provides a monthly report on the following areas:

- Fiscal Expenditures.
- Enrollment Reports.
- School Attendance.
- Medical/Dental Exams.
- Monitoring.
- Program Information Summaries.

Fiscal Expenditures
Attachment A shows year-to-date expenditures for Fiscal Year 2018-2019. The report includes a break down for each delegate agency, the policy council, and administrative support. November expenditures are on track for the current year.

Enrollment Reports
The Office of Head Start requires programs to submit the total number of funded slots and children enrolled on the last day of each month. At the end of November, enrollment was 3,446 out of 3,451 slots. The Grantee had five vacancies for more than 30 days in the preschool program during the month of November. Four vacancies are from Alhambra and one is a vacancy from Greater Phoenix Urban League. Three vacancies are a result of poor attendance and parents with transportation issues. Two of the vacancies were at sites which have become difficult to fill due to families
exceeding the Federal Poverty Guidelines and the length of the school day being half-day instead of a full-day.

School Attendance in Head Start
The annual target for attendance set by the Office of Head Start (OHS) is 85 percent. Attachment B indicates the year-to-date attendance through the month of November.

Medical /Dental Exams
Head Start regulations require all children to have complete medical and dental exams each year. Through the end of October, a total of 2,875 medical and 3,092 dental exams were completed for a total of 5,967 as illustrated in Attachment C.

Monitoring
The Quality Assurance team have completed all of the Active Supervision monitoring post conferences and have moved into the Safety Practices monitoring. During the month of November, the Quality Assurance team will be monitoring 20 percent of each site within their caseload. They will also be implementing the Monitoring Tiered System of Support when following up with programs. The Tiered System of Support was created to address concerns with teachers in a systemic way to increase their implementation.

Program Information Summaries
Please see Attachment D.

Responsible Department
This item is submitted by Deputy City Manager Deanna Jonovich and the Human Services Department.
### POLICY COUNCIL BUDGET REPORT
Yr 5 Head Start Financial Summary Grant 890095
Planned level of Expenditures 41.67%
For the Month Ending November 30, 2018

<table>
<thead>
<tr>
<th>Fund Center Program</th>
<th>FTE</th>
<th>Revised Budget 2019</th>
<th>FY19 YEAR-TO-DATE Expenditures</th>
<th>FY19 Remaining Balance</th>
<th>FY19 YEAR-TO-DATE % Spent</th>
</tr>
</thead>
<tbody>
<tr>
<td>8940050001 HS Administration</td>
<td>9</td>
<td>2,745,811</td>
<td>922,236</td>
<td>1,823,575</td>
<td>34%</td>
</tr>
<tr>
<td>8940050004 HS T&amp;TA</td>
<td></td>
<td>205,676</td>
<td>62,919</td>
<td>142,757</td>
<td>31%</td>
</tr>
<tr>
<td>8940050012 HS Policy Council</td>
<td>-</td>
<td>18,834</td>
<td>8,457</td>
<td>10,377</td>
<td>45%</td>
</tr>
<tr>
<td>8940050015 HS Mental Health</td>
<td>5</td>
<td>459,189</td>
<td>161,067</td>
<td>298,122</td>
<td>35%</td>
</tr>
<tr>
<td>8940050016 HS Casework Support</td>
<td>65</td>
<td>5,484,772</td>
<td>2,279,288</td>
<td>3,205,484</td>
<td>42%</td>
</tr>
<tr>
<td>8940050017 HS Classroom Support</td>
<td>14</td>
<td>1,631,633</td>
<td>659,466</td>
<td>972,167</td>
<td>40%</td>
</tr>
</tbody>
</table>

**Total City of Phoenix**

93  10,545,915  4,093,433  6,452,482  39%

8940051001 Alhambra  -  2,670,226  677,582  1,992,644  25%
8940051003 Booker T Washington - 1,254,709  547,254  707,455  44%
8940051005 Washington     - 3,170,215  750,546  2,419,669  24%
8940051006 Deer Valley    -  837,141  167,316  669,825  20%
8940051008 Murphy          -  954,087  210,729  743,358  22%
8940051010 Greater Phoenix Urban League - 4,598,418  1,902,366  2,696,052  41%
8940051011 Roosevelt      -  2,111,439  423,576  1,687,863  20%
8940051013 Wilson          -  377,574  113,519  264,055  30%
8940051116 Fowler          -  1,181,686  315,800  865,886  27%

**Total Delegates**

-  17,155,495  5,108,688  12,046,807  30%

8940050521 Early Head Start Operations Support 44  3,591,830  1,569,065  2,022,765  44%
8940050524 Early Head Start T&TA           -  80,944  7,567  73,377  9%

**Total Early Head Start**

44  3,672,774  1,576,631  2,096,142  43%

**Subtotal**

31,374,184  10,778,752  20,595,431  34%

8940606021 EHS Child Care Operations 12  3,414,306  1,166,199  2,248,107  34%
8940606024 EHS Child Care T&TA          -  80,914  33,376  47,538  41%

**Total EHS Child Care**

12  3,495,220  1,199,575  2,295,645  34%

**Grand Total**

149  34,869,404  11,978,327  22,891,076  34%

Note 1: Head Start budget includes carry forward amount of $331,772; Early Head Start budget includes carry forward amount of $131,873
Note 2: Budget Amounts Include Cost of Living Adjustments
Attachment B

Percentage of Preschool Attendance

| Target: 85% | YTD Percent: 86% |

Goal:
Increase attendance of Head Start Birth to Five children.

Target:
85% of children will attend each day.

Significance:
Attendance is a key factor in being able to get children ready to attend kindergarten.

Percentage of Preschool Attendance

<table>
<thead>
<tr>
<th>FY 17/18</th>
<th>FY 18/19</th>
<th>Target Goal</th>
</tr>
</thead>
<tbody>
<tr>
<td>J</td>
<td>A</td>
<td>S</td>
</tr>
<tr>
<td>D</td>
<td>N</td>
<td>D</td>
</tr>
<tr>
<td>J</td>
<td>F</td>
<td>M</td>
</tr>
<tr>
<td>A</td>
<td>M</td>
<td>J</td>
</tr>
<tr>
<td>YTD %</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Percentage of Child Care Partnership Attendance

| Target: 85% | YTD Percent: 82% |

Child Care Partnership Attendance

<table>
<thead>
<tr>
<th>FY 17/18</th>
<th>FY 18/19</th>
<th>Target Goal</th>
</tr>
</thead>
<tbody>
<tr>
<td>J</td>
<td>A</td>
<td>S</td>
</tr>
<tr>
<td>D</td>
<td>N</td>
<td>D</td>
</tr>
<tr>
<td>J</td>
<td>F</td>
<td>M</td>
</tr>
<tr>
<td>A</td>
<td>M</td>
<td>J</td>
</tr>
<tr>
<td>YTD %</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Head Start Birth to Five Medical Exams Completed

Target: 3,451 exams
FY 18-19 Exams: 2,875

Goal:
Ensure Head Start Birth to Five children receive necessary medical and dental exams.

Target:
3,451 Medical Exams and 3,451 Dental Exams

Significance:
Head Start Birth to Five children are required to have medical and dental exams as part of the Head Start regulations.

Head Start Birth to Five Dental Exams Completed

Target: 3,451 exams
FY 18-19 Exams: 3,092
Attachment D

Program Information Summaries

**Department of Economic Security (DES) Office Re-Opening**
On November 1, staff from the Head Start Birth to Five Program participated in the Arizona@Work office ribbon cutting re-opening Ceremony of the Department of Economic Security South Central location. Information about the Head Start Birth to Five Program was provided to community members who attended the event.

**Networking with Roosevelt School District Principals**
On November 1, staff from the Head Start Birth to Five Program met with principals in the Roosevelt School District. Staff provided an overview of the Head Start Birth to Five Program, as many principals are now the direct supervisor for classroom staff. In this capacity, Principals are responsible for the day to day operations of the classroom, evaluations of staff, interactions with parents and ensuring children are attending high-quality learning environments. Meetings will be scheduled in the future with each principal who has a Head Start classroom on their campus to identify any unique needs they may have and provide further information.

**Arizona Head Start Association Data Boot Camp**
On November 7-9, staff from the Head Start Birth to Five Program participated in the Arizona Head Start Association Data Boot Camp presented by members of the Head Start Early Childhood National Center of Program Management and Fiscal Operations. The focus of the three-day event was: what data to collect; what to do with collected data; and how to use this data to make informed program decisions. The information and strategies gained will be used to expand the use of data within the grantee and with delegate agencies.

**School Readiness-Kinder Boot Camp**
On November 15 and 16, staff from the Head Start Birth to Five Program, in collaboration with the Phoenix Public Library, started a six-week series for Head Start students and their parents focusing on school readiness for those children transitioning into kindergarten in the 2019-2020 school year. On November 15 the series started at P.T. Coe Elementary in the Isaac School District with a total of 15 families participating. On November 16 the series began at Cartwright Child Care Center in the Cartwright School District with 25 families attending.

**Male Involvement initiative (M.A.N C.A.V.E.)**
Staff from the Head Start Birth to Five Program coordinated and facilitated a series of fatherhood initiatives during the month of November at various sites. The initiatives are focused on promoting male involvement, learning the importance of planning for good health and wellbeing. The goal of the initiative is to encourage participants to learn ways to engage in physical play and activities to help a child’s growth and development.
Cholla Trail Feasibility Study

This report updates the Parks, Arts, Libraries and Education Subcommittee on the status of the Cholla Trail Feasibility Study at Camelback Mountain, as it relates to an alternative access point to the Cholla Trail Access Point.

THIS ITEM IS FOR INFORMATION ONLY.

Summary
The popular Cholla Trail on Camelback Mountain is currently accessed from 64th Street/Invergordon Road and Cholla Lane. Located along this stretch of Cholla Lane are four residential subdivisions and several stand-alone properties. The Cholla Trail is one of two hiking access points to Camelback Mountain and has seen heavy use over the years. Usage statistics for the period from September 2017 through October 2018 and illustrates the volume of visitors accessing the Cholla Summit Trail (Attachment A).

In collaboration with Host Properties, owner of The Phoenician golf course property, there is a potential opportunity to relocate access to the trailhead from Cholla Lane to a new trail corridor alignment south of the residential subdivisions of Phoenician Estates and Casa Cholla.

In response, Host Properties funded, and the City contracted with, Dig Studio to perform landscape architectural services to provide a feasibility study to explore construction options for a new trail corridor from Invergordon to the east Camelback Mountain Cholla Access Point. Preliminary goals included evaluation of a potential trail corridor, including a drainage channel between existing homes to the north and future development within The Phoenician golf course property.

Dig Studio and City staff conducted an initial exploratory site visit to identify the physical opportunities and constraints for each configuration and alignment. Dig Studio then prepared trail corridor alternative plans and cross-sections for review by the City. The trail corridor studies included a drainage swale, a 10-foot natural surface trail, an earthen berm and landscape to screen the adjacent residents.
Attachment B outlines the four options identified for consideration. All options incorporated a 42-foot or greater setback from The Phoenician golf course development, a 15-foot trail and berms (existing or new). A summary and differences are noted below:

Option 1: No wash - current drainage patterns remain; straight trail located within existing berms; view fence for Homeowners' Association (HOA) properties.
Option 2: New wash - possible interference with existing sewer line easement; trail meanders within existing berms; view fence for HOA properties.
Option 3: New wash - avoids possible conflicts with sewer line; trail straight; solid privacy wall for HOA properties.
Option 4: Combined washes - trail meanders; solid privacy wall for HOA properties.

Upon review and direction for the preferred trail corridor configuration, Dig Studio will prepare the preferred trail corridor alignment to include a plan, section(s), cost estimate and illustration of the corridor. The trail corridor construction timeline would require consideration of Host Properties completing construction of their property first.

Public Outreach
Public outreach was conducted at a series of meetings with homeowners, homeowner boards, neighborhood associations, Council District 6, Host Properties, Street Transportation Department, Police Department, Parks and Recreation Department and attorneys for various community homeowners and The Phoenician golf course developer. Presentations were also made to the Phoenix Sonoran Preserve, Mountain Parks/Preserves Committee and the Parks and Recreation Board.

Location
Cholla Trail on Camelback Mountain, 64th Street/Invergordon Road and Cholla Lane. Council District: 2

Responsible Department
This item is submitted by Deputy City Manager Deanna Jonovich and the Parks and Recreation Department.
Usage statistics for the period from September 2017 through October 2018 illustrate the volume of visitors accessing the Cholla Summit Trail.

NOTE: Monthly totals in blue, average daily totals inset in white.
CHOLLA TRAIL
TRAIL SECTIONS OPTION 1 - TRAIL ALONG OPEN SPACE CENTER LINE

OPTION 1 (NO WASH)
NOTES:
1. NO NEW WASH. DRAINAGE PATTERNS ARE NOT ALTERED.
2. TRAIL TO BE LOCATED WITHIN EXISTING BERRMS ADJACENT TO MORRISON, DOLL, BALESTRERI PROPERTIES.
3. NEW BERRMS ADDED ADJACENT TO PABST, RANOS AND TBD TRUST PROPERTIES.
4. VIEW FENCE ADDED ALONG LOS PALACIOS HOA CHANNEL FOR SECURITY (SOLID WALL OPTION).
5. 42' TRAIL SETBACK FROM FUTURE HOST CAMELBACK DEVELOPMENT AND LOS PALACIOS CHANNEL.
6. 15' STRAIGHT TRAIL ALONG OPEN SPACE CENTERLINE.
7. EXISTING TRAIL IS REALIGNED TO REMOVED IT FROM PARCEL K1.
8. EXISTING RESTROOM REMAINS IN CURRENT LOCATION.
9. TRAIL LOCATION MAY REQUIRE A PROTECTIVE NET BETWEEN GOLF GREEN AND TRAIL.

SECTION 1 - NO NEW WASH

SECTION 2 - NO NEW WASH
CHOLLA TRAIL
TRAIL SECTIONS OPTION 2 - NEW WASH ALONG SOUTH PROPERTY LINE

SECTION 1 - WITH NEW WASH

SECTION 2 - WITH NEW WASH

OPTION 2 (WITH NEW WASH)
NOTES:
1. NEW WASH CONSTRUCTION, LOCATION MAY INTERFERE WITH EXISTING SEWER LINE EASEMENT.
2. NEW WASH PROVIDED DRAINAGE PROTECTION FOR WEISS, MOMAN AND TB FAMILY TRUST PROPERTIES.
3. TRAIL TO BE LOCATED WITHIN EXISTING BERMS ALONG MORRISON, DOLL, BALESTRAI PROPERTIES.
4. NEW BERMS ADDED ALONG PABST, RAMOS AND TBD TRUST PROPERTIES.
5. VIEW FENCE ADDED ALONG LOS PALACIOS HOA CHANNEL FOR SECURITY (SOLID-WALL OPTION).
6. TRAIL SETBACK FROM FUTURE HOST CAMELBACK DEVELOPMENT AND 25' SETBACK FROM LOS PALACIOS HOA CHANNEL.
7. 15' TRAIL MEANDERS BETWEEN SETBACKS.
8. EXISTING TRAIL IS REALIGNED TO REMOVED IT FROM PARCEL K1.
9. EXISTING RESTROOM REMAINS IN CURRENT LOCATION.
10. TRAIL LOCATION MAY REQUIRE A PROTECTIVE NET BETWEEN GOLF GREEN AND TRAIL.
CHOLLA TRAIL
TRAIL MAP - OPTION 3 - NEW WASH ALONG PROPERTY LINE

SECTION 1 - WASH ALONG EXISTING CHANNEL

SECTION 2 - WASH ALONG EXISTING CHANNEL

OPTION 3 (WITH NEW WASH)
NOTES:
1. NEW WASH CONSTRUCTED NORTH OF EXISTING SEWER LINE EASEMENT, AVOIDING POSSIBLE CONFLICTS.
2. NEW WASH PROVIDES DRAINAGE PROTECTION FOR WISE, MOMAN AND TB FAMILY TRUST PROPERTIES.
3. EXISTING BERMS REMOVED ALONG MORRISON, DOLL, BALESTRIERI PROPERTIES FOR NEW WASH CONSTRUCTION.
4. SOLID WALL ADDED ALONG LOS PALACIOS HOA CHANNEL FOR PRIVACY.
5. NEW BERMS ADDED ALONG PABST, RAMOS AND TRD TRUST PROPERTIES.
6. 42' TRAIL SETBACK FROM FUTURE HOST CAMELBACK DEVELOPMENT AND 42' SETBACK FROM LOS PALACIOS HOA CHANNEL.
7. 15' TRAIL BETWEEN SETBACKS.
8. EXISTING TRAIL IS REALIGNED TO REMOVE IT FROM PARCEL K1.
9. EXISTING RESTROOM REMAINS IN CURRENT LOCATION.
10. TRAIL LOCATION MAY REQUIRE A PROTECTIVE NET BETWEEN GOLF GREEN AND TRAIL.
CHOLLA TRAIL
TRAIL MAP - OPTION 4 - COMBINED WASHES

OPTION 4 (COMBINED WASHES)
NOTES:
1. NEW WASH TO BE COMBINED WITH EXISTING LOS PALACIOS HOA CHANNEL, 32' CHANNEL TO CONTAIN FULL BREAKOUT FLOW.
2. NEW WASH PROVIDES DRAINAGE PROTECTION FOR WEISS, MOMAN AND TB FAMILY TRUST PROPERTIES.
3. EXISTING BERMS REMOVED ALONG MORRISON, DOLL, BALESTIERI PROPERTIES FOR MEANDERING TRAIL ALONG 38' AREA.
4. SOLID WALL ADDED ALONG LOS PALACIOS HOA CHANNEL FOR PRIVACY.
5. NEW BERMS ADDED ALONG PABST, RAMOS AND TBD TRUST PROPERTIES.
6. 50' TRAIL SETBACK FROM FUTURE HOST CAMELBACK DEVELOPMENT AND 32' SETBACK FROM NEW COMBINED CHANNEL.
7. 15' TRAIL MEANDERS BETWEEN NEW COMBINED WASH AND 50' SETBACK.
8. EXISTING TRAIL IS REALIGNED TO REMOVE IT FROM PARCEL K1.
9. EXISTING RESTROOM REMAINS IN CURRENT LOCATION.
10. TRAIL LOCATION MAY REQUIRE A PROTECTIVE NET BETWEEN GOLF GREEN AND TRAIL.
Margaret T. Hance Park Update

This report provides information to the Parks, Arts, Libraries and Education Subcommittee regarding the Margaret T. Hance Park.

THIS ITEM IS FOR INFORMATION AND DISCUSSION.

Summary
On April 28, 2016, the Parks and Recreation Board approved the Margaret T. Hance Park (Hance Park) Master Plan. The Master Plan, designed by !melk, WeddleGilmore and Floor Associates, was a two-year process highlighted by 13 public meetings, and additional gatherings and charrettes which yielded thousands of comments from the public that were incorporated into the final, high-level master plan.

In May of 2017, the Parks and Recreation Board approved a Memorandum of Understanding (MOU) which created a "Partner Coalition" for the purpose of "cooperative collaboration for the re-development, enhancement and funding in the implementation of the Margaret T. Hance Park Master Plan." The Partner Coalition is comprised of the Hance Park Conservancy, the Phoenix Community Alliance and the Phoenix Parks and Recreation Department. The Partner Coalition has committed to funding the Hance Park's Phase I development.

At the same time, the Parks and Recreation Board approved a sponsorship policy specific to Hance Park. This tool was developed to assist the private fundraising efforts.

On Oct. 6, 2017, Hargreaves Associates from New York was selected as the Master Design team to shape Hance Park using the Master Plan as the basis for the next phase of design. Hargreaves Associates will be under contract with the City until the project is complete - estimated at five years from now - in time for the 2023 Super Bowl.

In November 2017, Hunden Strategic Partners completed the Economic Impact Analysis of Margaret T. Hance Park which concluded that because of the revitalization of Hance Park, net new spending to Phoenix over the next 30 years is expected to
surpass $6.6 billion.

The Design Concept Review (DCR) was completed June 26, 2018, after an additional public meeting on May 21, 2018, that hosted more than 250 interested citizens. The DCR provides a roadmap to proceed with phasing of the project and includes updated surveys; geotechnical reports; site analysis; a final site plan; image boards; a design and construction schedule; phasing diagrams; and renderings/information for fundraising partners.

Hargreaves Associates has submitted a proposal for the next phase of design: 30 percent design of the entire park and 100 percent design of Phase I. Phase I is the portion of the park known as the "Canyon" located in the center area of the park. The elements within Phase I include the central plaza and shade structure; firehouse restaurant; garden; interactive water feature; café; and tree grove. Staff is currently working with Hargreaves Associates to complete the next phase of design.

Recent articles in the Arizona Republic about the resurgence of Downtown Phoenix have mentioned Hance Park as a catalyst for some of the growth. Devney Preuss, Executive Director of the Phoenix Community Alliance, was quoted, "Hance Park is an important piece of the overall puzzle" in continuing the revitalization of downtown Phoenix. The park is one component of making downtown more livable."

The latest media has highlighted that the new development around the park has made Hance Park a “focal point in the central city.” As one of the few remaining open spaces in Downtown Phoenix, the Hance Park revitalization project will be more than just a park, it will be a welcome amenity for the entire community.

Many tasks must be completed to meet the goal of Hance Park as the iconic Downtown Park by 2023.

- The Firehouse - Because of the rapid growth in the downtown area and specifically around Hance Park, the solicitation for an individual or group to rehabilitate and operate the firehouse as a full-service destination restaurant has been accelerated from December 2018.

- Construction Manager at Risk (CMAR) - The solicitation for the CMAR is underway. The CMAR is essentially the general contractor for the revitalization project. The CMAR will join the design team and provide services to estimate pricing and ensure constructability of the design. The CMAR will be selected by February 2019.
• Arizona Department of Transportation (ADOT) - ADOT is the “owner” of Hance Park and allows the City to manage the park on top of the freeway through an Intergovernmental Agreement (IGA). This Agreement was executed in 1988 and expires in 2038. Meetings and communication with ADOT have been on-going for several years and are more frequent with the park’s design underway. Over the next year, a new IGA will be developed to reflect the re-development of Hance Park.

• Private Fundraising - The Phoenix Community Alliance and the Hance Park Conservancy are in the process of developing a capital campaign to raise $30 million in private funding which will complete Phase I of the plan.

The Partner Coalition was created as a framework for the public-private partnership needed to bring this park to fruition in the way that it is envisioned. The City has committed to $15 million from the Phoenix Parks and Preserve Initiative (PPPI) fund over a three-year period. The project is currently in year two of that funding period.

The MOU that created the Partner Coalition outlines that the Phoenix Community Alliance has primary responsibility for capital fundraising. The Hance Park Conservancy will raise funds through events and programming at the park. The City will manage all the contracts relating to the project as well as the construction of Hance Park improvements.

**Responsible Department**
This item is submitted by Deputy City Manager Deanna Jonovich and the Parks and Recreation Department.
Read On Phoenix Update

This report provides the Parks, Arts, Libraries and Education Subcommittee an update on the Read On Phoenix Initiative that ensures every Phoenix child will have the skills and resources necessary to read at or above grade level by the end of third grade.

THIS ITEM IS FOR INFORMATION AND DISCUSSION.

Summary
Per the U.S. Department of Education National Center for Education Statistics, the percentage of students in Arizona who performed at or above the National Assessment of Educational Progress (NAEP) Proficient level was 30 percent in 2017. Of the 25 school districts serving elementary students in Phoenix, only six have 50 percent or more of third grade students reading proficiently based on the 2018 AZMerit test. Based on data from the Arizona Department of Education, approximately 37 percent of Phoenix third grade students are reading proficiently in 2018, up from 32 percent in 2015.

Read On Phoenix was created in 2013 in response to the large percentage of Phoenix youth not reading at grade level by third grade. The initiative brings together local community stakeholders dedicated to ensuring that every child will have the skills and resources necessary by collectively targeting supports and effective practices to advance educational equity. The overall goal is to close the learning gap by 2020 among economically disadvantaged youth by increasing reading proficiency by 8 percent.

In 2018, Read On Phoenix was one of 29 communities across the nation that was awarded the Pacesetter Award from the National Campaign for Grade-Level Reading. Phoenix was recognized for demonstrating progress in alignment and collaboration for impact on early school success in early grades and early years. The initiative has received this award for the last three years.

Based on recent successes, Phoenix has been selected and identified as one of six cities in Arizona to launch the Read On Acceleration Zone Project, which intends to create purposeful collaboration with nonprofits, school districts, educators,
government, and community leaders who share the commitment to and focus on achieving ambitious school readiness and third-grade reading outcomes for children. The Cartwright School District has been identified as the “Read On Phoenix Acceleration Zone.” It is the initiative’s goal to bring additional resources before, during, and after school to support Cartwright’s mission in increasing literacy attainment through various City programs.

Read On Arizona also received a Statewide grant from the National Center for Families Learning (NCFL) to bring programming, professional development, and digital access to books to a Phoenix Urban district participating in the Acceleration Zone Project to ultimately connect parents to additional resources (adult basic, parent education, early childhood programming, etc.). The major partners for the grant included ADE, Read On Phoenix, Make Way for Books, Unite for Literacy, and Southwest Human Development.

Other successes include securing additional funding to support several Read On Phoenix Literacy Enrichment Programs:

- Phoenix Public Library Program expanded programs such as the Kindergarten Bootcamp Program citywide. The department also will pilot the LENA Start Program which uses voice recording technology to support parents with building strong language- and learning-rich environments in the home through a series of workshops.
- Human Services Department created four new Family Resource Centers, known as Phoenix Families First, to increase families’ access to concrete support and services in times of need; improve knowledge of parenting and child development; foster parental resilience, successfully connect families to support in the community; and promote social and emotional competence in children.
- The Youth and Education Office received an AmeriCorps Grant from the Office of the Arizona Governor’s Youth, Faith and Family to support Read On Phoenix Programs by deploying and onboarding volunteers in the community. The office also received two grants to from the AARP Foundation to scale and expand the Experience Corps Tutoring Program during and after school.

**Responsible Department**
This item is submitted by Deputy City Manager Deanna Jonovich and the Youth and Education Office.