



April 6, 2023

Dear OHS Monitoring Team:

We have the results of the monitoring review dated April 3, 2023, indicating there is a deficiency in our program regarding Head Start Performance Standard 1302.47(b)(5)(iv) Only releasing children to an authorized adult.

We are requesting a two week extension as we work to ensure procedures are in place to ensure that this does not happen again. We ask that the deadline for action be moved to May 20, 2023. These two additional weeks would help us account for one week of Spring Break and one week in May when we will be presenting at the National Head Start Association and will not be available to work on this.

We, like you, are committed to keeping children safe in all aspects of our program and are confident that we will be able to achieve this.

Sincerely

Jill Lofald

School Board Chair