

Early Head Start & Head Start 2014 Annual Report

Program Year: August 2013 - August 2014



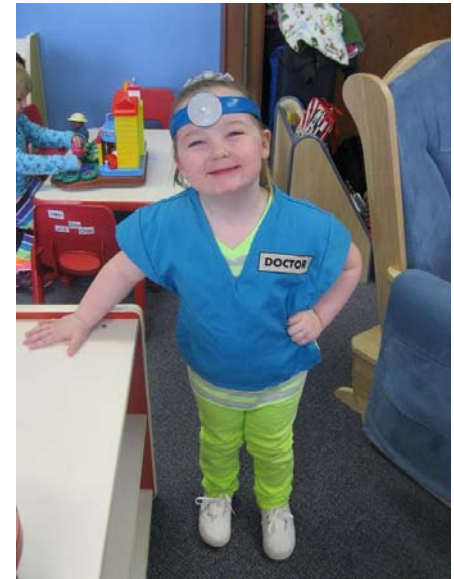
Children & Families Served

Program Option	Funded Enrollment	Number of Children and Families Served	Average Monthly Enrollment
Early Head Start Home-based	130	200	100%
Early Head Start at Educare of Lincoln	48	62	100%
Head Start at Educare	102	116	100%
Head Start at Lincoln Public Schools	358	381	100%
Head Start at Wahoo Public Schools	44	45	100%
TOTAL OR AVERAGE	682	804	100%



Medical & Dental Exams

Program Option	Funded Enrollment	Percentage that Received Medical Exams	Percentage that Received Dental Exams
Early Head Start Home-based	130	93%	84%
Early Head Start at Educare of Lincoln	48	98%	91%
Head Start at Educare	102	91%	98%
Head Start at Lincoln Public Schools	358	97%	100%
Head Start at Wahoo Public Schools	44	100%	98%
TOTAL OR AVERAGE	682		



Family Engagement & School Readiness



The program's efforts to implement the Office of Head Start Parent, Family, and Community Engagement (PFCE) Framework continued and intensified during the 2013-14 program year. In Spring 2014, a PFCE Goal Committee was formed and began the process of identifying the overarching PFCE goals and objectives for all program options. Based on the goals and objectives identified, the Family Life Practices Assessment was created to gather information about each participant family in targeted goal areas: family routines, positive discipline and guidance, family literacy, family support, and health behaviors. Early Head Start Family Educators and Head Start Family Engagement Specialists were trained on administering the new family assessment tool at the beginning of the 2014-2015 program year, and the program is in the process of beginning to aggregate and analyze baseline data as it becomes available.

With the implementation of a new approach to parent, family, and community engagement by Community Action serving families in the Head Start at Lincoln Public Schools (LPS) program option, which launched with the beginning of the 2013-2014 program year, pilot events were held and parent feedback was

sought to inform the program option's parent event calendar for the 2014-2015 program year. Throughout the year, families have opportunities to attend monthly parent workshops based on the topics identified through parent surveys, monthly parent networking and support groups, and quarterly family activity events. At the end of each workshop, feedback from attendees is solicited to measure for effectiveness of the information provided as well as suggestions to improve upcoming workshops. All planned engagement activities are aligned with the target areas identified by the PFCE Goal Committee.

These improvements also focused greater attention on strengthening the program's partnership with Delegate LPS teaching staff and school personnel. Family Engagement Specialists began making weekly classroom visits to their assigned classroom sites, with the goals of building strong, communicative relationships with the Family Educators in the classrooms and engaging with Head Start children more frequently. As a result of this effort, Family Educators and Family Engagement Specialists began conducting home visits together more frequently, communicating about shared families on a regular basis, and supporting families in a more team-oriented approach. Surveys administered to LPS Family Educators at the middle and the end of the 2013-2014 program year reflected positive feedback about the new approach. Additional feedback will be sought at the mid- and end-points of the 2014-2015 program year. Additionally, the program's Health Services Advisory Committee identified the following health-related objectives for the program's Parent, Family, and Community Engagement Objectives:

- **Parents have increased knowledge about safe environments and utilize safe practices.**
- **Children receive preventive medical and dental exams.**
- **Families use healthy sleeping, eating, and physical activity practices.**

Family Engagement & School Readiness

In 2013 Early Head Start and Head Start received funding from the Community Health Endowment of Lincoln to continue the *Growing Great Beginnings* project for three years. The expansion of the project will provide funding for a part time Nutrition Coach to provide individualized in-home nutrition education and coaching for children and families who screen at high risk for overweight or obesity. Additionally, a local non-profit, Partnership for a Health Lincoln, was awarded a three year obesity prevention grant from the Centers for Disease Control. Early Head Start and Head Start partnered with the organization on the grant, and with its funding will expand the Nutrition Coach's availability and number of families served. These grant activities will commence January 2015.

Efforts to prepare children for kindergarten

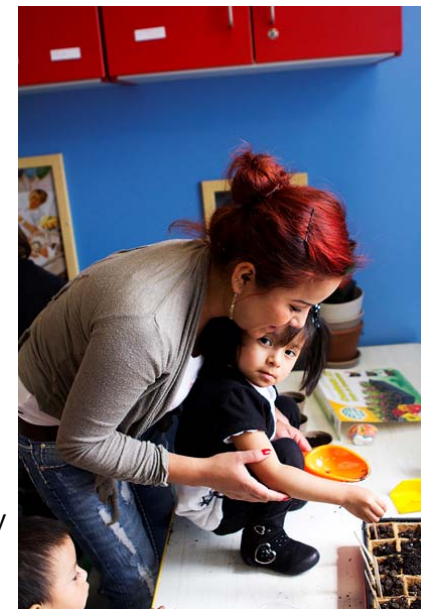
With the implementation of a new approach to parent, family, and community engagement by Community Action serving families in the Head Start at Lincoln Public Schools (LPS) program option, which launched with the beginning of the 2013-2014 program year, staff titles and job descriptions were updated. A portion of the new Family Engagement Specialist position included assisting with community outreach events, which provided opportunities to form and foster relationships with community partners as well as conduct recruitment for potential participant families for all program options. In January 2014, a Lead Family Engagement Specialist position was added to the Head Start at LPS program option team. This staff member provides direct services to a decreased caseload of families, allowing for the prioritization and strengthening of family and community engagement efforts. Additional community partnership and recruitment efforts were conducted by the Early Head Start program, and were targeted toward local hospitals and pediatric clinics. This effort has been successful in creating a new direct referral source for program participants from medical facilities in the community.

Community Action's Early Head Start and Head Start School Readiness Goals were developed by the Community



Action Early Head Start and Head Start School Readiness Committee, which worked to build objectives that were fully aligned with the *Head Start Child Development and Early Learning Framework* and *Nebraska Early Learning Guidelines*. Facilitated by the Early Childhood Education Coordinator, the Committee is comprised of educators, administrators, Policy Council Representatives, parents, and community members from all Early Head Start and Head Start program options.

Additionally, the participation of representatives from local school districts on the Committee ensures that children and families leaving the program will be equipped to meet the requirements and expectations of the schools into which they will transition. The program's original School Readiness Goals were approved by the Policy Council and Board of Directors in August 2012.



Family Engagement & School Readiness

Per recommendations made by the Health Services Advisory Committee in 2013, several minor changes were made to the original goals to make the language more broadly reflective of the unique needs of each child and family. The revised goals—approved by the Policy Council and Board of Directors in December 2013—are as follows:

Language and Literacy

- Children will use and comprehend language for conversation and communication.
- Children will demonstrate an understanding of print.
- Children will demonstrate an appreciation of books and engage with books every day.

Cognition and General Knowledge

- Children will apply math knowledge and skills to everyday routines.
- Children will use scientific skills and methods.
- Children will understand the relationship between people and the world around them

Physical Development and Health

- Children will develop coordination, balance, spatial awareness, and strength needed for age appropriate fine and gross motor activities.
- Children will demonstrate and practice healthy and safe habits.

Social-Emotional Development

- Children will engage in positive relationships and interactions with others.
- Children will develop a sense of self and confidence in their abilities.

Approaches to Learning

- Children will use initiative, curiosity, and persistence to learn about their world.
- Children will demonstrate sustained attention and cooperation when working with varied materials, activities, and information.



Family Engagement & School Readiness

Early Head Start and Head Start Family Educators and Teachers use Teaching Strategies GOLD (TSG) for ongoing child assessment. TSG is an assessment system specifically designed for early childhood, comprised of 36 objectives that are predictive of school success and aligned with the *Head Start Child Development and Early Learning Framework*, *Nebraska Early Learning Guidelines*, and the *Common Core Standards*. In the 2013-2014 program year, the program compiled information from TSG after each checkpoint to examine the number of children who were below, meeting, or exceeding expectations in the key areas of development (social-emotional, physical, language and cognitive), and the key areas of content learning (literacy, math, science, social studies, and the arts). Analysis of this information resulted in two key findings:

- *Across program options, math and literacy continued to be the areas in which the fewest number of children had met widely held expectations. In response, Delegate Lincoln Public Schools Delegate Wahoo Public Schools facilitated targeted professional development sessions with staff to address math and literacy instructional supports. To support children's math and literacy development at Educare of Lincoln, the Early Childhood Education Coordinator will develop and implement a more structured, center-wide approach to lesson planning in the 2014-2015 program year.*
- *It is important that staff located at Educare of Lincoln grow their capacity to facilitate and accurately measure the impact of interventions in support of children's social-emotional development. This became a primary objective during summer 2014 as Community Action's Deputy Director implemented the school's transitional leadership plan.*

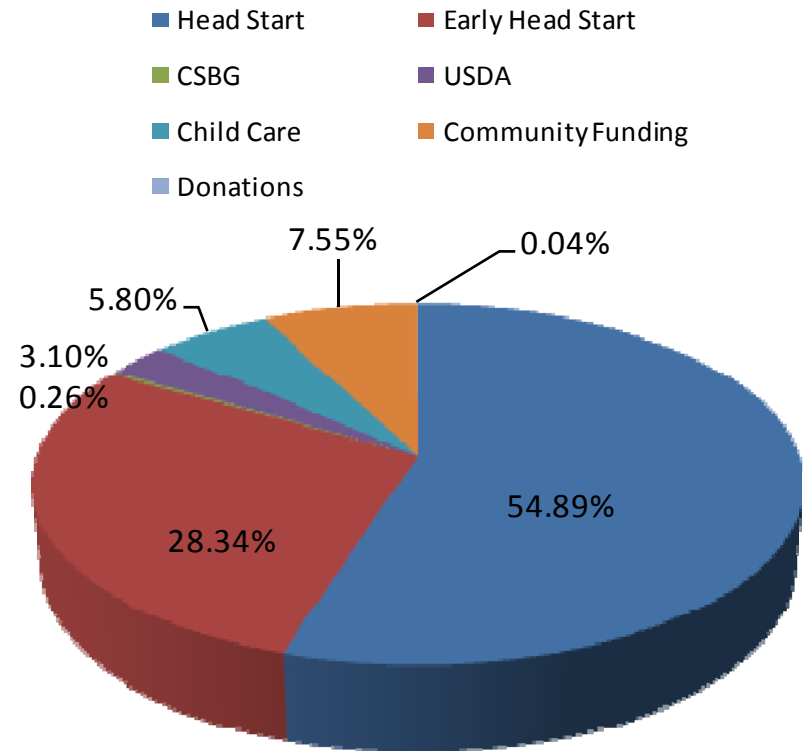
Information regarding children's developmental growth and progress towards meeting school readiness goals is shared with parents and the community via Policy Council/Committee and Board meetings, Parent Committee meetings, conferences, and home visits. The larger School Readiness Committee meets throughout the year to share and analyze collected assessment data in order to identify trends within and across program options.



Funding

As indicated below, Community Action provides substantial support for part-day, part-year Head Start services provided at its two Delegates, Lincoln Public Schools and Wahoo Public Schools. In order to maintain high program effectiveness, both Early Head Start and Head Start require well-qualified staff and low child-to-teacher/home visitor ratios. Therefore, the majority of federal funding Community Action receives supports staff who work directly with the children and families in the programs. Community Action has in place robust monitoring systems in order to ensure that the program appropriately spends program funding. Annually, based on spending trends and program and community needs, the program determines how it will allocate funding to best support each of its program options.

Revenues	\$
Head Start	3,816,558
Early Head Start	1,970,750
CSBG	18,297
USDA	215,872
Child Care	403,234
Community Funding	525,272
Donations	3,052
Total Revenues	\$6,953,035
Expenditures	\$
Delegate Costs	2,273,314
Salaries & Fringe	3,072,236
Indirect	923,275
Travel	34,077
Equipment	1,899
Supplies	210,000
Contractual	146,303
Other	291,931
Total Expenditures	\$6,953,035



Review & Financial Audit

The program was reviewed in July 2014 by the Administration for Children and Families Office of Head Start. At this time, it was determined that Community Action had corrected the deficiency given to the agency in June 2014 related to the following requirement(s):

PART 1304 - Program Performance Standards For Operation Of Head Start Programs By Grantees And Delegate Agencies 1304.52 Human Resources Management.

Following its July 2014 onsite review, Administration for Children and Families Office of Head Start closed the previously identified finding and determined that no further corrective action was required. Community Action Partnership of Lancaster and Saunders Counties' consolidated financial statements were audited by independent auditors in November 2013.

Due to annual expenditures of greater than \$500,000 in federal funding, the audit was conducted in compliance with the requirements of U.S. Office of Management and Budget Circular A-133, Audits of States, Local Governments, and Non-Profit Organizations. The Head Start Program was tested as a major program. The audit contained no significant deficiencies or material weaknesses. A copy of the results is available at harvester.census.gov.

