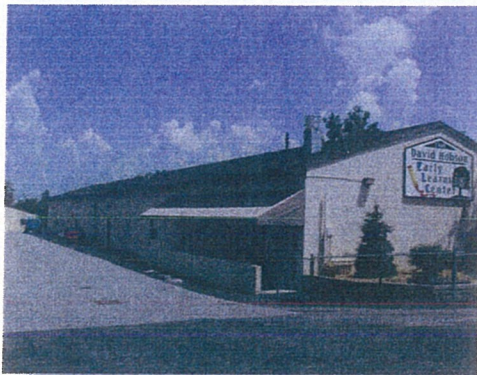


# Fayette County

# 2011

## Early Learning Center Annual Report



Washington  
Court House  
Center



Jeffersonville  
Center

### Mission Statement

Our mission is to enhance the quality of life by providing a comprehensive and dynamic program for children and families; to empower and encourage their movement towards self-sufficiency and independence; and to incorporate Head Start Core Values in all our lives and in the lives of those we touch.

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## **Introduction-Head Start**

What is Head Start in Fayette County?

Head Start is a program under the umbrella of the Community Action Commission.

Head Start is a comprehensive child development program for children three to five years old. Fayette County Head Start is federally funded and serves all of Fayette County. Fayette County Head Start serves 148 children and their families.

Currently, we have two centers. One is located at 1400 US St. Rte. 22 N.W in Washington Court House and we have a facility located at 41 Colonial Drive in Jeffersonville.

Head Start operates two half day sessions Monday thru Thursday. Morning classes are 8:15 AM to 11:45 AM and afternoon classes are 11:45 AM to 3:15PM.

All our classrooms have degreed teachers. There are always two adults in the classroom with a maximum class size of 17 children.

Head Start provides age and developmentally appropriate activities with a strong emphasis on literacy and numeracy. We currently use the Creative Curriculum and the Ohio Competency Based Curriculum, which aligns with the local kindergarten curriculum. We provide language and print rich environments. Teachers track child outcome so that they can plan activities accordingly.

Health and nutrition are key components to our Head Start program. All children receive height, weight, vision, hearing, nutrition, speech, developmental and social emotional screenings yearly.

Fayette County serves the children and their families. Our social services area includes in-depth family partnerships, which includes assessments, goal setting, referrals, and follow-up.

Our program currently provides services for the Washington City Public Preschool. Approximately 40 children are served in the public preschool classroom. Services and curriculum are similar to the Head Start program.



## Introduction- Early Head Start

### Program Overview- Early Head Start

Early Head Start focuses on healthy cognitive, physical, social and emotional growth of infants and toddlers. We promote healthy outcomes for pregnant women and support positive family relations.



The Early Head Start home-based program delivers services that capitalize on the home as the young child's primary learning environment. Research has shown that by offering supportive services as early in life as possible provides the optimal potential for healthy growth and development.

Our Early Head Start programs provide services to pregnant women and their families through the child's first three years of life.

Some of our expected outcomes include:

- To support family members as primary caregivers and educators of their children as they strive toward self-sufficiency.
- Support the attachment between parent and child; *parents are their child's first and best teacher.*
- To promote safe, healthy and developmentally enriched care giving to infants and toddlers through the home and group experiences
- To encourage parent involvement in all aspects of planning, implementing, and evaluating the EHS program.



COMMUNITY ACTION COMMISSION OF FAYETTE COUNTY  
FAYETTE COUNTY EARLY LEARNING CENTERS – HEAD START/Early Head Start  
ANNUAL REPORT TO THE PUBLIC  
Program Year 2010-11

Community Action Commission of Fayette County operates a publicly-funded preschool program for predominantly low-income children, ages 3-5, residing in Fayette County who meet eligibility guidelines. 10% of the enrollment is reserved for children with disabilities.

There are two Head Start sites in Fayette County: Washington Court House and Jeffersonville. Children receive prekindergarten services four days a week in part-day classes (3 ½ hours), September - May.

Community Action Commission of Fayette County also operates an Early Head Start program for predominantly low-income pregnant moms and children 0-3 in a Home-Based option, who meet eligibility guidelines.

***Funding***

***(Head Start)***

Community Action Commission of Fayette County Head Start received \$1,061,896 through a grant from the Administration for Children and Families (ACF) to administer the Head Start program in the 2010-11 program year. The required non federal share (in kind) of \$265,474 wasn't successfully collected. The program was awarded a waiver for \$26,036.

***(Early Head Start)***

Community Action Commission of Fayette County Early Head Start received \$686,748 through an ARRA grant from the Administration for Children and Families (ACF) to administer the Early Head Start program in the 2010-2011 program year. The required non-federal share (in-kind) of \$171,687 was successfully collected making a total budget of \$858,435.

### **Budgetary Information**

The budget is separated into eight (8) cost areas: personnel, fringe benefits, travel, equipment, supplies, contractual, facilities/construction and other. All costs are direct cost; there is no indirect cost. There is a 15% limit on the amount of the budget that can be charged as administrative cost. The following is the budget expenditures for 2010/2011:

<b>Category</b>	<b>Head Start</b>	<b>Early Head Start (ARRA)</b>	<b>USDA</b>	<b>Total</b>
Personnel	640,998	359,967	20,000	1,020,965
Fringe	181,101	89,595	4,800	275,496
Travel	1,700	18,500	0	20,200
Contractual	19,158	42,337	0	61,495
Facilities Con.	0	0	0	0
Supplies	44,316	89,064	10,200	143,580
Equipment	0	0	0	0
Other	174,623	87,285	25,000	286,908
<b>Total Federal Dollars</b>	<b>1,061,896</b>	<b>686,748</b>	<b>60,000</b>	<b>1,808,644</b>
Non-Federal	265,474	171,687	0	437,161
<b>Total Budget</b>	<b>1,327,370</b>	<b>858,435</b>	<b>60,000</b>	<b>2,245,805</b>

## **Additional Public Funding**

### **STEP UP TO QUALITY**

#### **WASHINGTON COURT HOUSE CENTER - Award \$5,500**

Classroom Supports	<u>5,500</u>
TOTAL	5,500

#### **JEFFERSONVILLE CENTER - Award \$2,500**

Critical Repairs	1,000
Classroom Supports	<u>1,500</u>
TOTAL	2,500

Step Up To Quality is a voluntarily rating system created by the Ohio Department of Jobs and Family Services Bureau of Child Care and Development. The intent is to improve the quality of early child care and education. Participating programs apply for a 1, 2, or 3 star rating. There are benchmarks at each star level that programs must meet and unannounced site visits. Bench marks include, but are not limited to, degrees held by teaching staff, ratios, and benefits available to staff, etc. Programs with star ratings receive a Quality Achievement Award. The amount of the awards is determined by program size, number of subsidized children, and number of the star rating. Twenty-five percent (25%) of the QAA must be used towards Program Improvement. The Quality Achievement Award can be used for:

1. Program Improvements
  - a. Critical Repair (to improve the health and safety of the physical environment)
  - b. Classroom Supports (to purchase developmentally appropriate materials and furnishings to support child development across all domains)
  - c. Benchmark Supports (purchases to maintain and or improve programs quality through SUTQ benchmarks)
2. Merit
  - a. Accreditation Costs
  - b. Compensation(costs related to salaries, merit awards, benefits)
  - c. Staff training/professional development
  - d. Administrative Supports (to assist with costs of managing the program)
  - e. Program Supports (to assist with the costs of programming not related to individual classrooms)



Fayette County Early Learning Centers have been awarded a two star rating.

The Jeffersonville Center received a Quality Achievement Award of \$2,500. One hundred percent, 100% was allocated toward Program Improvement. One thousand dollars, \$1,000, was used in the area of Critical Repair to purchase a shed to store outdoor play equipment. The remaining one thousand, five hundred dollars, \$1,500, was used in the area of Classroom Support to purchase classroom materials including art, literacy, science, and dramatic play materials.

The Washington Court House Center received a Quality Achievement Award of \$5,500.

**Alliance Playground**

Landscaping	1,000
Playground Materials	<u>4,000</u>
 TOTAL	 5,000

**PUBLIC PRESCHOOL Total= 120,000**

<b>Category</b>	
<b>Personnel</b>	<b>90,193</b>
<b>Fringe</b>	<b>17,512</b>
<b>Contractual</b>	<b>1,750</b>
<b>Travel</b>	<b>2,920</b>
<b>Supplies</b>	<b>5,950</b>
<b>Food</b>	<b>250</b>
<b>Other</b>	<b>1,425</b>

**USDA 3/1/2010-2/28/2011**    Total Reimbursement    71,935.28

**Numbers Served- Head Start**

In school year 2010/2011, Fayette County Early Learning Centers (Head Start) provided services for 170 children in 156 families. The program is funded for 148 children and maintained full enrollment throughout the program year. Most of the children served (91% or) were income eligible (including children below 100% of poverty, on public assistance, foster children, and homeless).

Children and Families Served by Head Start

Children by Age	Number Enrolled
2 year olds- turned 3 after Aug. 1st	6
3 year olds	64
4 year olds	100
5 year olds	0
Total	170

Type of Eligibility	Number Enrolled
Income below 100% of Federal poverty	140
Receipt of public assistance (e.g., TANF)	14
Status of foster child	10
Status of homeless	3
Over income	3
Total	170

## Numbers Served- Early Head Start

In school year 2010/2011, Fayette County Early Learning Centers (Early Head Start) provided services for 87 children in 68 families. The program is funded for 75 children and/or pregnant women. The program maintained full enrollment throughout the program year. Most of the children served (91% or ) were income eligible (including children below 100% of poverty, on public assistance, foster children, and homeless).

### Children and Families Served by Early Head Start

Children by Age	Number Enrolled
Under 1 year	37
1 years old	22
2 years old	39
3 years old	7
Pregnant women	6
Total	111

Type of Eligibility	Number Enrolled
Income below 100% of Federal poverty	58
Receipt of public assistance (e.g., TANF)	39
Status of foster child	2
Status of homeless	2
Over income	10
Total	111

## ***Accountability--Quality Assurance--External Review***

Monitoring the goals and activities of Head Start and Early Head Start programs is an ongoing process. Through the use of regular self-assessments, the Tri-Annual Federal Review, and an annual fiscal audit, Fayette County Early Learning Center Head Start and Early Head Start are able to maintain a high quality program and participate in continuous program improvement.

### ***Audit Findings***

The annual A-122 fiscal audit had no findings.

### ***Most Recent Review Findings (Head Start)***

From 11/29/2009 to 12/04/2009 the Administration for Children and Families (ACF) conducted an on-site monitoring review of the Community Action Commission of Fayette County Head Start program. Based on the information gathered during the review, it was determined that the Head Start program was found to be out of compliance with one or more applicable Head Start Program Performance Standards, laws, regulations, and policy requirements. Each area of noncompliance identified must be corrected within 120 days following receipt of the report.

#### ***Areas of Non-Compliance:***

***1. PART 230 – Cost Principles For Non-Profit Organizations (OMB Circular A-122)***

***2 CFR Part 230, Appendix B – Selected Items of Cost - Grantee did not maintain after-the-fact personnel activity reports for employees whose compensation was paid in full or in part by Head Start.***

***2. Management Systems and Procedures. {Performance Standard 1304.51(h) (2) - The grantee did not maintain an efficient and effective reporting system to generate official reports for Federal authorities, as required by applicable law. The grantee did not file IRS 1099-Misc. forms for any individuals paid at least \$600 for Head Start services.***

***3. Human Resources Management. Staff Performance Appraisals [Performance Standard 1304.52 (i)] - Staff performance appraisals were not conducted on four staff members.***

***4. Head Start Act. Sec.644. [42 U.S.C. 9839] - The grantee's Annual Report to the Public did not include all required elements. The annual report did not address the results of the most recent monitoring review by the Secretary.***

From 7/19/2010 to 7/20/2010, the Administration for Children and Families (ACF) conducted an on-site monitoring follow-up review of the CAC of Fayette County. Based on the information gathered, the agency did not correct all previously identified areas of noncompliance. Thus, CAC of Fayette County, Inc. has been determined to be a grantee with at least one area of deficiency.

1. PART 230 – Cost Principles For Non-Profit Organizations (OMB Circular A-122)

2 CFR Part 230, Appendix B – Selected Items of Cost - The grantee did not maintain after-the-fact personnel activity reports for central administrative staff allocated to the Head Start program.

From 3/13/2011 to 3/16/2011, the Administration for Children and Families conducted an onsite monitoring review fo the CAC of Fayette County, Inc. American Recovery and Reinvestment Act (ARRA) funded EHS program.

Based on the information gathered during the review, it was determined that the program was in full compliance and no corrective action was needed.

**From 5/22/2011 to 5/23/2011, the Administration for Children and Families (ACF) conducted an on-site monitoring follow-up review of the CAC of Fayette County, Inc. - all findings were corrected and program was found to be in compliance. (Most recent review)**

***Services to Families***

**Head Start Health Services**

Children with Insurance (enrollment)	167	97.66%
Children with Insurance (end of enrollment year)	167	97.66%
Medicaid (end of enrollment year)	21	12.28%
CHIP (end of enrollment year)	131	76.61%
Combined CHIP/Medicaid (end of enrollment year)	2	1.17%
State Funded Insurance (end of enrollment year)	0	0%
Private Health Insurance (end of enrollment year)	12	7.02%
Other Health Insurance (end of enrollment year)	1	.58%
Children without health insurance (enrollment)	4	2.34%
Children without health insurance (end of enrollment year)	4	2.34

## Services to Families

### Head Start Health, Dental, and Mental Health Services

Children with Continuous Accessible Health Care (enrollment)	<b>153</b>	<b>89.47%</b>
Children with Continuous Accessible Health Care (end of year)	<b>171</b>	<b>100%</b>
Completed all Medical Screenings	<b>168</b>	<b>98.25%</b>
Diagnosed as Needing Medical Treatment	<b>4</b>	<b>2.38%</b>
Up to Date on All Immunizations (enrollment)	<b>160</b>	<b>93.57%</b>
Up to Date on All Immunizations (end of enrollment year)	<b>168</b>	<b>98.25%</b>
Children with Continuous Accessible Dental Care (enrollment)	<b>141</b>	<b>82.46%</b>
Children with Continuous Accessible Dental Care (end of year)	<b>170</b>	<b>100%</b>
Received Dental Preventative Care	<b>163</b>	<b>95.32%</b>
Completed Oral Health Examination	<b>163</b>	<b>95.32%</b>
Diagnosed as Needing Dental Treatment	<b>67</b>	<b>41.10%</b>
Received or Are Receiving Dental Treatment	<b>57</b>	<b>85.07%</b>
Children with Staff Consultations for Mental Health	<b>1</b>	<b>.38%</b>
Children with Parent Consultations for Mental Health	<b>2</b>	<b>1.17%</b>
Children with Individual Mental Health Assessments	<b>0</b>	<b>0%</b>
Children Referrals Facilitated for Mental Health	<b>0</b>	<b>0%</b>
Children Referred for Mental Health Services Outside Head Start	<b>0</b>	<b>0%</b>
Children that Received Mental Health Services Outside Head Start	<b>0</b>	<b>0%</b>

**Services to Families****Early Head Start Health Services**

Children with Insurance (enrollment)	103	98.10%
Children with Insurance (end of enrollment year)	103	98.10%
Medicaid (end of enrollment year)	85	80.95%
CHIP (end of enrollment year)	85	80.95%
Combined CHIP/Medicaid (end of enrollment year)	13	12.38%
State Funded Insurance (end of enrollment year)	0	0%
Private Health Insurance (end of enrollment year)	2	1.90%
Other Health Insurance (end of enrollment year)	0	0%
Children without health insurance (enrollment)	2	1.90%
Children without health insurance (end of enrollment year)	2	1.90%

**Early Head Start Health, Dental, and Mental Health Services**

Children with Continuous Accessible Health Care (enrollment)	<b>105</b>	<b>100%</b>
Children with Continuous Accessible Health Care (end of year)	<b>105</b>	<b>100%</b>
Completed all Medical Screenings	<b>105</b>	<b>100%</b>
Diagnosed as Needing Medical Treatment	<b>6</b>	<b>5.71%</b>
Up to Date on All Immunizations (enrollment)	<b>73</b>	<b>69.52%</b>
Up to Date on All Immunizations (end of enrollment year)	<b>96</b>	<b>91.43%</b>
Children with Continuous Accessible Dental Care (enrollment)	<b>105</b>	<b>100%</b>
Children with Continuous Accessible Dental Care (end of year)	<b>105</b>	<b>100%</b>
Received Dental Preventative Care	<b>21</b>	<b>20%</b>
Completed Oral Health Examination	<b>5</b>	<b>83.33%</b>
Diagnosed as Needing Dental Treatment	<b>N/A</b>	
Received or Are Receiving Dental Treatment	<b>N/A</b>	
Children with Staff Consultations for Mental Health	<b>2</b>	<b>1.90%</b>
Children with Parent Consultations for Mental Health	<b>2</b>	<b>1.90%</b>
Children with Individual Mental Health Assessments	<b>0</b>	<b>0%</b>
Children Referrals Facilitated for Mental Health	<b>0</b>	<b>0%</b>
Children Referred for Mental Health Services Outside Head Start	<b>0</b>	<b>0%</b>
Children that Received Mental Health Services Outside Head Start	<b>0</b>	<b>0%</b>



## **Head Start Parent Involvement Activities**

During the 2010-11 program year, parents could participate in Head Start in any of the following ways:

- Policy Council - parent representative
- Parent Meetings/Ad-hoc Committees
- Trainings (i.e. behavior, budgeting, CPR,
- Classroom volunteer
- Advisory Committees
- Special Days (i.e. Grandparent's Luncheon, Party Days, Male Involvement Day etc.)



**Parent Meeting**

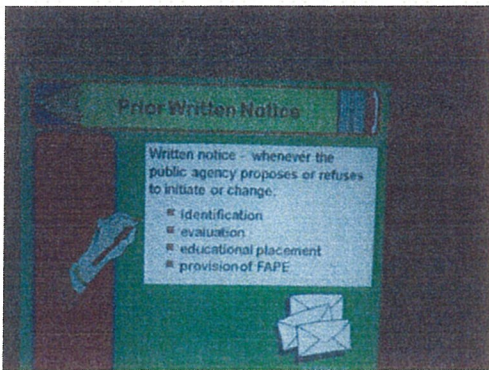


**Parent CPR Training**

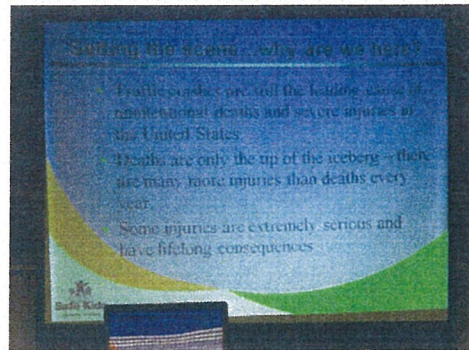
Head Start Parent Involvement Activities



Family Fun Night  
Sponsored by  
Fayette Asset Builders



Advocacy Training



Car seat safety Training

## Early Head Start Parent Involvement Activities

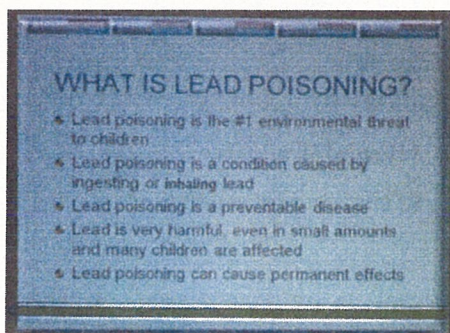
From the very first meeting with family, parents are offered the opportunity to be involved with the program. As their child's first teacher, parents have an important role in the program.

### Parent Involvement Opportunities

Home visits  
Policy Council  
Advisory Committee  
Activities left in the home

Play Groups  
Parent Meetings/Committees  
Trainings  
Volunteer to assist with Play Groups  
Volunteer to design bulletin boards

Participation in monthly Head Start parent group and parent trainings.



Lead Poisoning Training

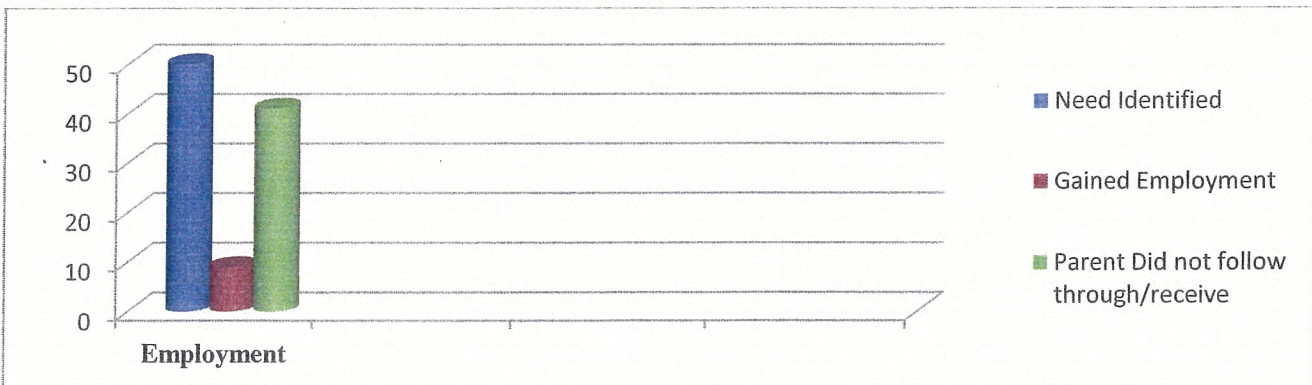
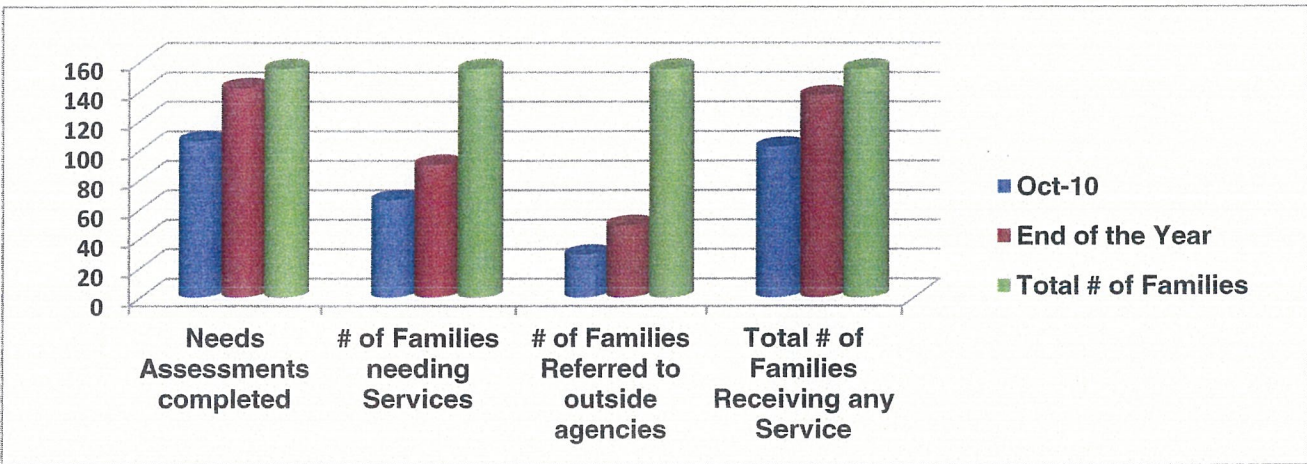
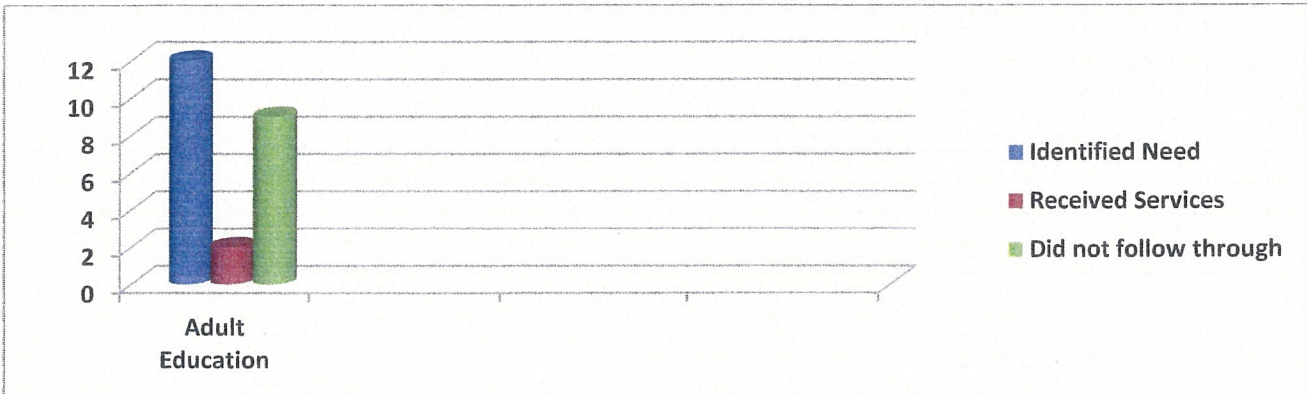


Socialization



## 2010-2011 Outcomes

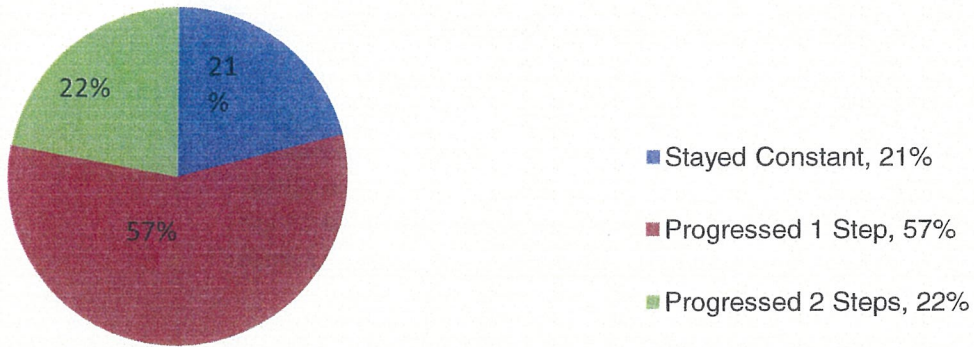
### Family Partnership Area



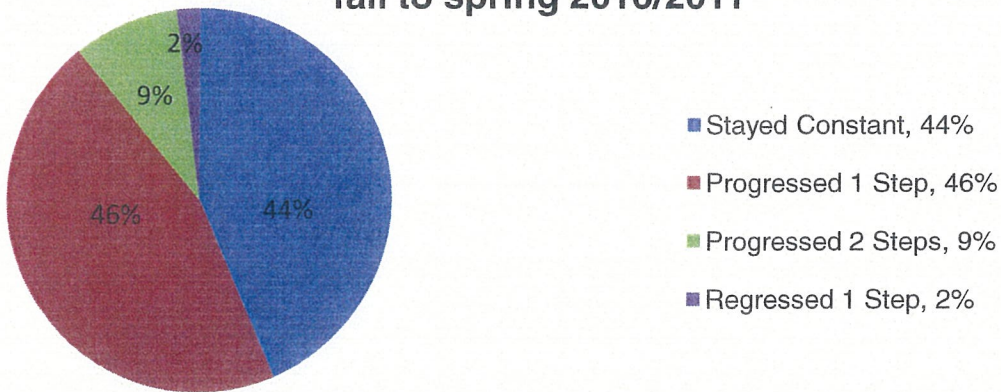
## Child Outcomes

The following data is based on one hundred twenty-six (126) children enrolled from the beginning of the school year to the end of the school year. In two areas, the data shows a regression. A regression can occur due to a child losing skills over the summer months or if a child does not consistently demonstrate the skill.

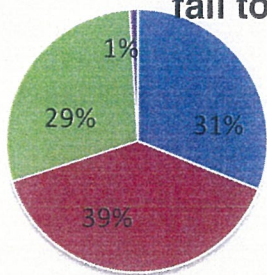
**Social Emotional Development,  
fall to spring 2010/2011**



**Gross Motor,  
fall to spring 2010/2011**

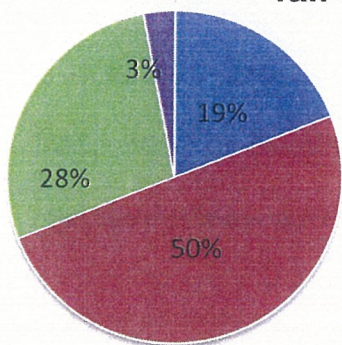


### Fine Motor, fall to spring 2010/2011



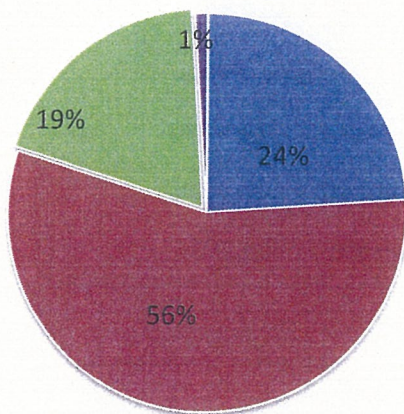
- Stayed Constant
- Progressed 1 Step
- Progressed 2 Steps
- Progressed 3 Steps

### Cognitive Development, fall to spring 2010/2011



- Stayed Constant
- Progressed 1 Step
- Progressed 2 Steps
- Progressed 3 Steps

### Language Development, fall to spring 2010/2011



- Stayed Constant
- Progressed 1 Step
- Progressed 2 Steps
- Regressed 1 Step

### ***Kindergarten Preparation***

Throughout the school year, teachers worked with children on kindergarten readiness skills. Each child was assessed using the Creative Curriculum.net and individual goals were established that were based on the child's current and emerging skills. Social skills were also stressed.

Two home visits and parent/teacher conferences were held during the year to keep parents/guardians informed of their child's progress. A weekly Parent/Child activity was sent home for the parent to work with their child on various skills.

Parents were informed of the date and time of the various kindergarten registrations. In the last month of school, children going to kindergarten visited the kindergarten they would be attending. Parents were invited to accompany their child/ren on the kindergarten visit. With parental permission, each child's records were sent to the school the child would be attending.