

# 2010-11 Annual Report

## Head Start and Early Head Start

### Washington State Community College District 17/IEL

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#### Budget Report:

	Main Budget
<b>Funding FY 2011:</b>	
Federal DHHS: Head Start/Early Head Start	8,549,105
WA State Community Technical Colleges Child Care	15,495
Local County	7,193
Local Student Government	177,383
Local Child Care/Other	721,623
	<b>\$9,470,799</b>
<b>Budget Expenditures FY 2011:</b>	
Personnel	5,831,913
Fringe Benefits	2,303,030
Travel	24,159
Supplies/Materials: Includes non-consumables	120,197
Other	482,551
Indirect Costs	708,949
	<b>\$9,470,799</b>
<b>Proposed Budget FY 2012:</b>	
Personnel	5,624,320
Fringe Benefits	2,377,666
Travel	12,180
Supplies/Materials: Includes non-consumables	137,516
Other	574,750
Indirect Costs	684,079
	<b>\$9,410,511</b>

#### Total Number of Children and Families Served:

Head Start: 860 (funded enrollment 669)  
 Early Head Start: 357 (funded enrollment 210)

#### The Average Monthly Enrollment:

Head Start: 100%  
 Early Head Start: 100%

## **Percentage of Eligible Children Served:**

The Spokane County Head Start/ECEAP program is serving approximately 26% of the eligible children in Spokane County. The Early Head Start program is serving approximately 10% of eligible children in Spokane County.

## **Results of Most Recent Review by Office of Head Start:**

The most recent triennial program review was conducted April 17, 2011. The program was in full compliance in the following areas: health services, nutritional services, mental health services, disabilities services, family and community services, education and early childhood development services, fiscal management, facilities, materials and equipment, and general.

An area of strength was noted: The program used a curriculum based on research and the theory of attachment aimed at supporting the educational and mental health experiences of Head Start (HS) and Early Head Start (EHS) children and families. Through the curriculum, teacher and parents assisted children with school readiness and supporting secure and appropriate attachments with adults to help them succeed.

Areas of non-compliance noted included: 1304.52 (j) Human Resources Management – annual performance reviews were not completed for all EHS and HS staff members; and 1304.52 (k)(1) Human Resources Management – did not ensure all HS/EHS staff members had initial health examinations.

Follow-up corrective action report from the Office of Head Start: On October 25, 2011, the Administration for Children and Families (ACF) conducted an on-site monitoring follow-up review. “Based on the information gathered during our review, we have closed the previously identified findings. Accordingly, no corrective action is required at this time.”

## **Financial Audit:**

The financial audit for Spokane County Head Start/ECEAP/Early Head Start is included in the Community Colleges of Spokane audit conducted by the Washington State Auditor’s Office. The most recent audit report, dated November 22, 2011, is for the audit period of July 1, 2010 through June 30, 2011 and showed no findings for this program. It is available at:

<http://www.ofm.wa.gov/cafr/2011/auditOpinion11.pdf>

## **Percentage of Enrolled Children Receiving Medical and Dental Exams:**

During the 2010-11 program year 91% (747 children) of Head Start and 99% (307 children) of Early Head Start enrolled in the program received medical exams. Eighty eight percent (88%) of Head Start children enrolled (721) received a dental examination.

## Information on Parent Involvement Activities:

Activity	Details
Opportunity to develop partnership agreements and family goals	Offered to all enrolled families.
Parent Committee meetings	Sites offer parent meetings based on site parent preference.
Policy Council and Program Committee meetings	Parent representatives from each site attend monthly Policy Council meetings and participate in program committees, such as ERSEA and search committees.
Self Assessment	Parents participate in-program self assessment activities, including completing site health and safety checklists and parent satisfaction surveys.
Volunteer Opportunities	Parents are invited and trained to be volunteers for all areas of program services.
Male Involvement	Sites offer Male Involvement activities, including site Men and Children (MAC) nights.
In Home Activities	Each week parents participate in supporting their child's education goals through home activities.
Parent Trainings	Parents are offered training opportunities based on parent request and federal performance standards topics, such as: <ul style="list-style-type: none"> <li>• Pedestrian Safety</li> <li>• Emergency Preparedness/Fire Safety</li> <li>• Nutrition – food prep, meal planning</li> <li>• Mental Health: child and family</li> <li>• Parenting skills</li> <li>• Child development</li> <li>• Child Abuse/Neglect</li> <li>• Leadership</li> <li>• Advocacy</li> </ul>
Health Advisory Committee	Parent Representatives attend meetings twice a year that include community agencies.
Home Visits/Conferences	Staff conduct two educational home visits and two parent/teacher conferences each program year to discuss child's developmental progress, set new learning goals, and prepare for school readiness. Early Head Start Home Visitors offer weekly educational home visits.
Family Activity Nights	Sites offer family activities throughout the year. Examples: Math, literacy, cooking, and culture.
Socializations for Home Visiting Program	The Early Head Start Home Visiting program offers socializations for families, at a minimum of two per month.

## **Efforts to Prepare Children for Kindergarten:**

Spokane County Head Start staff facilitate transition from preschool to kindergarten for children and families.

From conversations with parents, and information gathered from the developmental screenings and observations, staff develop an individualized curriculum for kindergarten readiness skills.

Staff encourages families to participate in site and classroom transition activities such as, field trips to neighborhood elementary schools, transition nights, and mock kindergartens in the classrooms.

Staff provide a variety of parent training opportunities including inviting past parents to attend parent committee meetings to share their experiences, and brochures on kindergarten skills and how to prepare children for kindergarten.

Meetings with Head Start and School District staff are conducted for children with Individual Education Plans or as needed for the success of the individual child.

Staff complete an End of Year Conference form, including transition information with parents, for all kindergarten-bound children during the final parent/teacher conference of the program year. With parent permission, these forms are forwarded to the child's Spokane public school.

Two of the Head Start centers are located in Spokane public schools. Head Start parents and children are included in family night school activities, and have daily opportunities to engage in transition experiences, including appropriate hallway behavior, use of school bathrooms, gym, and playground.

## **Vision/Mission/Values Statements:**

### ***Vision:***

Transforming the future by making a difference in the lives of children and families.

### ***Mission:***

Spokane County HS/ECEAP/EHS is a child development program that provides early childhood education, social services, and health services for eligible young children and families, including those with special needs.

We offer safe and secure environments that nurture child growth and development, and provide learning opportunities for children to enhance their skills and abilities for school success.

We support families in their role as the first teachers of their children, and encourage their active involvement in the program.

**Values:**

**Empower Through Education** – We recognize the power of education to transform and enrich the lives of children and families. We support lifelong learning and foster individual development as a cornerstone for personal wellbeing and success.

**Foster Respect, Inclusion and Diversity** – We welcome diversity and honor individuals for their unique contributions to the program.

**Serve the Community** – We value partnerships within the community. Together we strive to anticipate and respond to community needs, collaborating to enhance services that enrich the quality of family life.