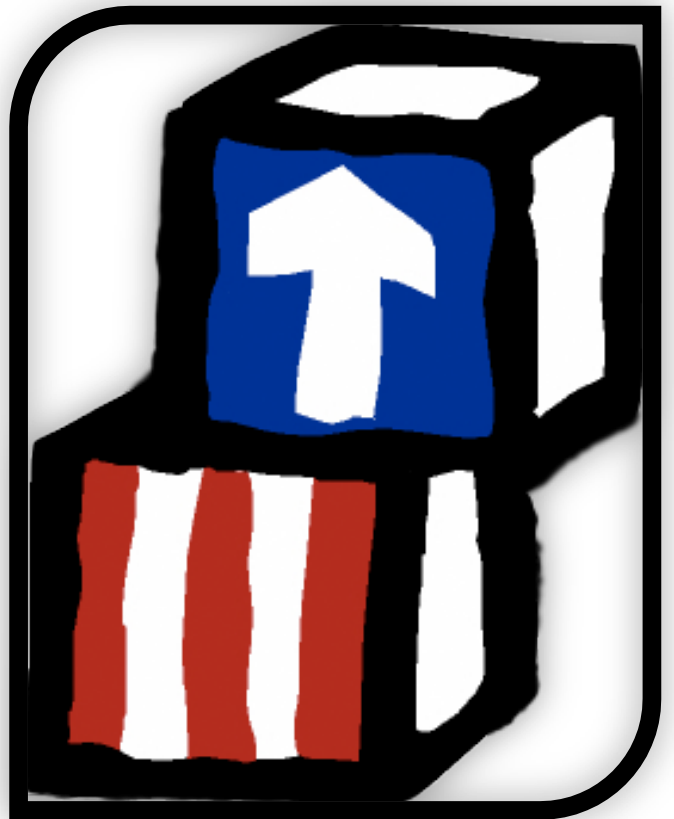


Sweetwater County School District #1

# Head Start

Annual Report 2009/2010








June Privitt, Head Start Director

March 2011

[www.sweetwater1.org/hew](http://www.sweetwater1.org/hew)

March 2011

## Children and Families

-  We are Federally funded to serve 120 Sweetwater County children ages 3 & 4 years and their families who meet Federal Poverty Guidelines (FPG)
-  Actual 2009/2010 enrollment was 133 children (130 families)
-  Average monthly attendance was 87.23%
-  Demographics:
  - 56% Non-Hispanic/Non-Latino
  - 43% Hispanic/Latino
  - 114 (86%) qualify with income at or below the FPG
  - 18 (13.5%) were categorically eligible (12 verified homeless; 5 were in foster care; 1 received TANF assistance)
  - 1 was over income, but less than 130% of the FPG
-  Children are served in five classrooms in Sweetwater County School District #1 and one classroom in Sweetwater County School District #2



## Head Start Program Governance

### Board of Trustees

Michael Sutphin, M.D., Chairman  
 Emma Waldner, Vice Chairman  
 Justin Spicer, Treasurer  
 Brady Baldwin, Clerk  
 Leonard Hay  
 Robert Ramsey  
 Robert Parton

### Policy Council

Donna Fulghum, Chair  
 Kierria Eaton, Parent, Vice Chair  
 April Prado, Parent, Secretary  
 Jennifer Gerken, Parent  
 Amber Corona, Parent  
 Mike Witt, Parent  
 Lindsey Myers, Parent  
 Tammy Dickinson, Parent  
 Dana Shineberg, Community Rep  
 Emma Waldner, Board Rep

## Program Strengths & Accomplishments

- 🏠 Head Start has a strong core team.
- 🏠 The Tri-Annual On-Site Review conducted by the Federal Government was highly successful. (For details, see Federal Monitoring & Fiscal Accountability, page 6.)
- 🏠 Four of our six teachers have met the minimum degree mandated by Head Start.
- 🏠 Effective communication and teamwork between the accounting department and Head Start helped ensure excellent fiscal management of Head Start funds and a sound audit.
- 🏠 Head Start collaborated with other community organizations to benefit children and families through enhanced or added services including mental health services and disability services provided on site.
- 🏠 An Annual Program Review was conducted.
- 🏠 Our facilities are highly functional and appropriate for the delivery of all Head Start services.



### Child Services

- 🏠 Hearing and vision screenings were conducted for children at our facility in Rock Springs.
- 🏠 69% (92) of enrolled children received medical exams during the year; another 17% were current at the time of enrollment.
- 🏠 83% (110) of enrolled children received dental exams; another 5% were current at the time of enrollment.
- 🏠 88% of the children needing dental treatment (38 of 43) received it during the school year.
- 🏠 Nearly all of our child and family data tracking was accomplished through a web-based program.
- 🏠 Mental Health services were provided on site for 45 children.
- 🏠 Our nutrition program provided ample amounts of healthy foods to children and continued to be self-supporting

### Parent Involvement, Training & Activities

- 🏠 Head Start parents were involved with the program at many levels and are vital to our success. All parents receive orientation into the Head Start program.
- 🏠 Families receive advocacy & crisis intervention services and referrals to other community resources as needed.
- 🏠 111 Family Partnership Agreements were developed with parents to address family needs or goals, meeting health needs, and transportation. Overall 86 (77%) were successfully completed.
- 🏠 Our Fall and Spring programs successfully demonstrated the children’s growth and increased skill development.
- 🏠 Male role models (our 1825 Club) and other family members participated in a Nature Walk where children collected items for a scrapbook.
- 🏠 Other activities for parents and their children included:

Annual Trunk or Treat  
 Santa’s Workshop  
 2<sup>nd</sup> Annual Art Show

Friendship Feast  
 Pinewood Derby  
 Family Field Day

Family Christmas Party  
 Fun Day

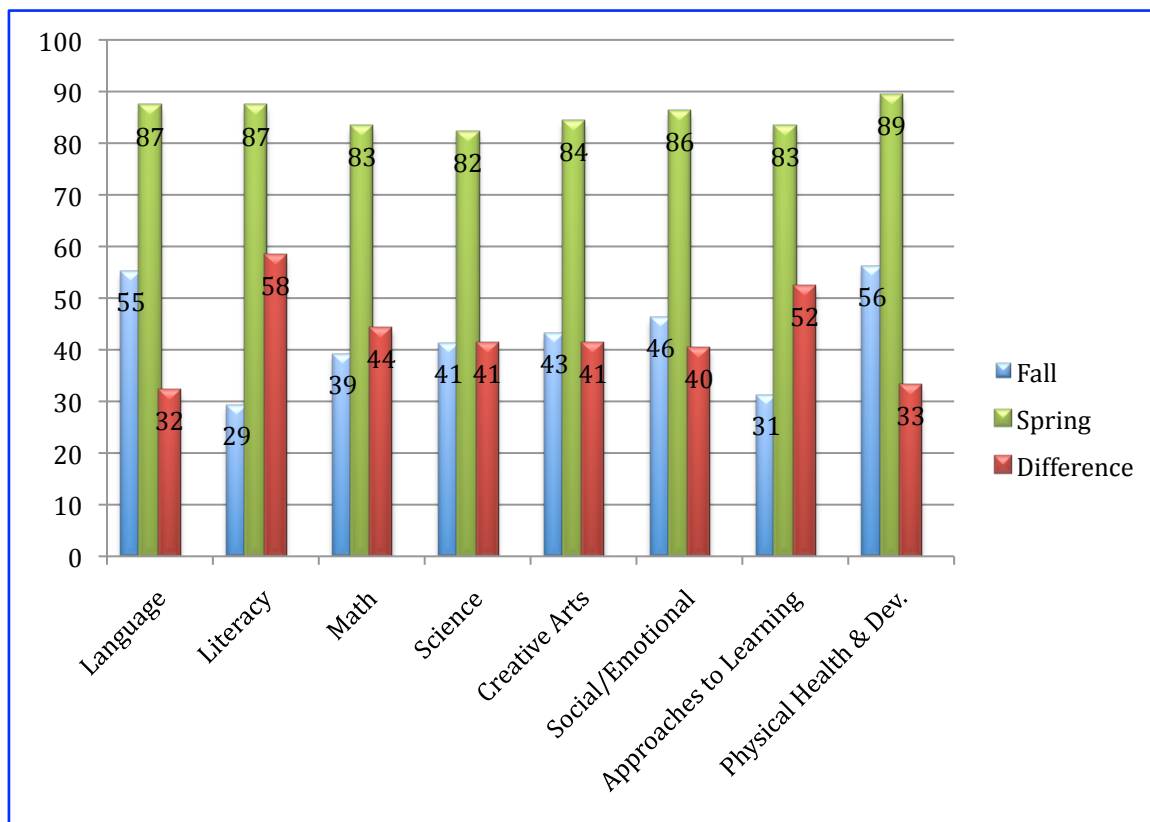
- 🏠 Training included:

Adult Education Opportunities  
 Program Governance (Policy Council)  
 Fire Safety

Home Budgeting  
 Family Literacy  
 Pedestrian Safety

Emergency Preparedness  
 Curriculum Night Open House  
 Transition to Kindergarten

## Child Outcomes 2009/2010



The Head Start Child Outcomes Framework is intended to guide Head Start Programs in their ongoing assessment of the progress and accomplishments of children and their efforts to analyze and use data on child outcomes in program self-assessment and continuous improvement.

The framework is composed of 8 general domains, 27 domain elements, and 100 examples of more specific indicators of children’s abilities, knowledge and behaviors.

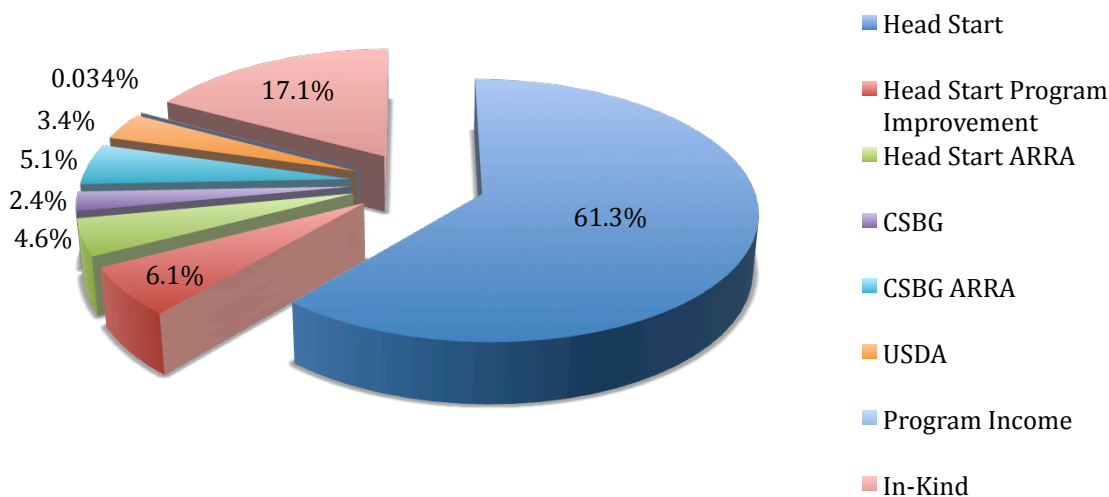
This chart reflects gains (at level 2 or 3, of four indicators on the Creative Curriculum Assessment) in children ages 4 and 5 years in the 8 Domains. This is the current level of expectation for a child to be Kindergarten ready.

Of the 91 children assessed, 35% were Spanish-speaking, 18% were on an IEP, only 21% were in their second year of Head Start.

As illustrated above, the three areas with greatest gains for our children were in the Literacy, Approaches to Learning, and Math Domains. However gains in the Science, Creative Arts, and Social/Emotional Domains followed very closely.

Though increased social competency was the original goal of Project Head Start, there are no mandated outcomes for that area. However, social & emotional development is essential to academic success and continues to be an area of strong focus for all Head Start programs, including ours.

## Funding Sources



Head Start	\$789,565
Head Start Program Improvement	\$79,037
Head Start American Recovery & Reinvestment Act (ARRA)	\$59,188
Community Services Block Grant (CSBG)	\$30,837
CSBG ARRA	\$65,804
USDA/CACFP (food program)	\$43,254
Program Income	\$433
In-Kind (non-federal value of donated time, services and space)	\$219,633
<b>Total All Sources</b>	<b>\$1,287,751</b>



## Budgeted and Actual Expenses

The difference between budgeted and actual expenditures (\$49,790) of Head Start funds is the result of a delay in the arrival of our new bus. The balance was requested as a Carry Over Balance. The request was granted and expended in the following fiscal year.

<b>Budgeted Expenses by Category All Head Start Funds</b>	
Salaries	\$592,021.00
Benefits	\$165,006.00
Supplies/books	\$29,591.00
Staff Training/Travel	\$12,064.00
Communications	\$7,119.00
Utilities	\$28,861.00
Parent Activities/Training	\$9,425.00
Maintenance	\$1,000.00
Rent GR	\$2,467.00
Adult Meals GR	\$2,050.00
Child restraint seats	\$3,740.00
Classroom walls/doors	\$18,894.00
Fencing	\$9,137.00
Striping	\$525.00
Bus	\$38,096.00
Computers	\$7,794
<b>TOTAL</b>	<b>\$927,790.00</b>

<b>Actual Expenses by Category All Head Start Funds</b>	
Salaries	\$541,030.00
Benefits	\$162,401.00
Supplies/books	\$49,129.00
Staff Training/Travel	\$20,714.00
Communications	\$7,692.00
Utilities	\$32,439.00
Parent Activities/Training	\$4,781.00
Maintenance	\$662.00
Rent GR	\$1,260.00
Adult Meals GR	\$2,116.00
Child restraint seats	\$3,740.00
Classroom walls/doors	\$18,893.00
Fencing	\$10,390.00
Striping	\$525.00
Range & Fridge (kitchen)	\$9,062.00
Computers and AED	\$9,059.00
Playground Improvements	\$4,107.00
<b>TOTAL</b>	<b>\$878,000.00</b>

<b>USDA Expenditures</b>	
Salaries	\$19,265.00
Supplies	\$1,688.00
Meals	\$23,363.00
<b>Total</b>	<b>\$44,316.00</b>

In addition to revenue received in 2009/2010, reserves from the previous year were used to meet these expenses.

## Federal Monitoring & Fiscal Accountability

**A Federal On-Site Review** of SCSD #1 Head Start was conducted in March 2009 by a team compiled by the Administration for Children and Families.

The team reviewed program management, fiscal, and service area documents and interviewed staff, parents, members of the governing bodies, and community partners to determine our compliance with the more than 1750 Performance Standards, laws, regulations and policy requirements. Our program was found to be out of compliance with **four** of them. That is an outstanding achievement. The areas of non-compliance were in the following Head Start Performance Standards:

1304.53(a)(7): A light fixture cover was missing in one of the restrooms. The cover was replaced before the team closed the review and it was noted as corrected on site.

1304.52 (j): An annual performance evaluation was not conducted on one employee. No plan for improvement was required as it was deemed that the non-compliance was not a systemic problem. We elected to revise our Monitoring Procedure anyway.

1304.53(a)(10)(x): The walkway to the playground had not been cleared of all ice. Three running children slipped and fell while exiting the building for outdoor play. An outdoor play procedure was written and approved by the Policy Council.

1310.15(b): Backpacks were not adequately secured on the bus. Cargo nets were installed and a procedure was written prior to departure of the review team.

Areas of strength identified by the team included the training and involvement of parents, our community involvement and resulting partnerships for resources, including those for needed dental exams and treatment for children.

**A Financial Audit** was conducted for year ending June 30, 2010. There were no findings in the Head Start program.

