



ANNUAL REPORT

May 2011

2010 Year End Report



WHAT IS HEAD START?

Head Start is a federally funded, comprehensive interdisciplinary, Early Childhood Development Program for eligible children and their family members.

ENROLLMENT

Total Funded Enrollment:

1020 Preschoolers

100% full enrollment

Period 11/1/09-10/31/10

70% eligible applicants enrolled in program

56 Infants & Toddlers

24 Pregnant Mothers

76% average enrollment

95% enrolled by 9/29/10

Period 12/1/09-9/29/10

100% eligible applicants enrolled in program

INSIDE

Head Start Goals	2
Kindergarten Readiness Program	2
Enrollment Statistics	2
Funding Sources	3
Annual Budget and Expenditures	3
Parent Involvement Activities	4
Organizational Information	4

WHO WE ARE

The Elkhart and St. Joseph Counties Head Start Consortium has completed its sixth year of operation. The consortium comprises eleven school corporations within the two county areas as designated by the grant award that formulate a collaboration for the purpose of providing quality services to children and families. Superintendents, who are part of the decision making governing board, bring an impressive amount of expertise and resources from each corporation that will continue to support the needs of Head Start children and

families from the community to the corridors of the school. This is truly a powerful initiative as the goals are structured and intentional to deliver high quality services, and to ensure the heart of Head Start is a part of a positive experience for children who will be entering school.

The Consortium Board has a commitment to ensure that Head Start remains successful and has provided full support of their commitment through time, energy, expertise and resources that will offer the best in quality services through partnerships and collabo-

ration within their own corporations and departments. This has been proven through the mission statement and goals that continue to be revisited to maintain the integrity of the Consortium. Subsequently, the program continues to demonstrate a seamless system of education that will provide children and families an early opportunity to become familiar with a system which will impact their lifelong love for learning and growth.



OUR MISSION

Our mission is to create a seamless system of education and child development for underserved preschool children providing a nurturing, learning environment to ready them for kindergarten. We recognize the holistic

approach to the **child's development** is essential. Therefore, in addition to the interdisciplinary educational component, the program has a comprehensive health component with strong family and community support.

We believe that we must strengthen and empower our children and families to overcome these obstacles and create a solid, secure foundation upon which to build.

HEAD START GOALS



- A journey of life-long learning can begin in a child who begins at a school based Head Start program.
- Create a holistic approach by supporting the need of implementing health and social services as part of the educational process.
- Create a secure, solid foundation using available community systems of coordinated care.
- Allows children and families to develop rich relationships with teachers and staff and to be proactive in approaching educational development.
- Allow opportunity for children and families to assimilate into the culture of school by establishing relationships through the transition process from Head Start to Kindergarten.

KINDERGARTEN READINESS PROGRAM

Head Start provided a link to each school corporation by being actively involved in the preparation for kindergarten. Our staff assists in kindergarten enrollment at each of our sites, with 73.5% of our Head Start graduates enrolling in kindergarten in a consortium school system. Another 19.9% returned to Head Start another year, and a small percentage left our districts.



- Kindergarten Transition Packets given to schools & parents containing Medical (physical, dental, immunizations, birth certificate) & Education information (Transition Summary, COR Summary, Letter ID checklist).
- Kindergarten Visits-each classroom provides a documented visit to a kindergarten classroom in their elementary school building for their Head Start children.
- Many children are registered at their schools for kindergarten during the last Head Start parent site meeting.
- Letters were sent to the parents with the dates & times of kindergarten registration for the school at which their child would be attending kindergarten.
- Throughout the year at home visits & conferences, teachers informed parents of kindergarten skills that could be worked on at home to better prepare their children for kindergarten.
- Home work activities were sent home weekly to engage parents in kindergarten skill development with their children. (Literacy bags, writing activities, Math activities, etc.)
- Site meetings in March & April were dedicated to kindergarten transitions. Principals, school nurses & kindergarten teachers were the presenters for these meetings.
- Parents received kindergarten transition kits from Head Start with materials & instructions for parents to continue kindergarten preparedness at home over the summer.
- Parents received information from Head Start on **Elkhart School's Title 1 program** for Kindergarten Summer School. Head Start children were given preference to attend this program.
- Monthly newsletters to the parents contained information about kindergarten registrations & school activities.
- Kindergarten Transition Activity-each classroom had field days or programs celebrating the accomplishment of completing the Head Start program and the placement of the children next year into the kindergarten program. Attendance by the parents was nearly 90% at most sites.



Transition Meetings:

In preparation for Kindergarten, the Head Start sites provided parents a transition kit to use over the summer as well as a calendar of activities that will help their children retain skills during the summer. These meetings were highly attended at many of the sites as parents **are interested in their child's preparation and expectations for kindergarten.** The kits were

prepared by staff and grantee staff as training was conducted by consultants so parents can effectively implement the kit at home.

Transition Celebrations were held at each site to bring the Head Start school year to closure. Many children will transition into kindergarten and parents were excited about the day to see their child engaged in activities through songs and stories. About 85% of the parents attended this event.

FUNDING SOURCES

FUNDING SOURCE	FUNDED AMOUNT	FUNDING PERIOD
Federal Head Start Grant	\$ 5,567,781.00	11/01/09–10/31/10
Non-Federal Share Head Start	\$ 743,158.00	11/01/09–10/31/10
Federal Early Head Start Grant	\$ 941,095.00	12/01/10–09/29/10
Non-Federal Share Early Head Start	\$ 120,665.00	12/01/10–09/29/10

BUDGET AND EXPENDITURES

HEAD START	
Category	Expenditure
Personnel Wages	\$ 2,543,014
Transportation	\$ 980,083
Fringe Benefits	\$ 1,118,021
Travel	\$ 73,879
Supplies	\$ 178,202
Contractual	\$ 160,019
Equipment	\$ 38,880
Training	\$ 82,154
Parent Activity Fund	\$ 18,056
Consultants	\$ 185,806
Other	\$ 189,666
Federal Share	\$ 5,567,781
Transportation	\$ 123,143
Facilities	\$ 124,326
Administrative Svc.	\$ 271,521
Volunteers	\$ 214,816
Goods/Services	\$ 9,351
Non-Federal Share	\$ 743,158
Head Start Total	\$ 6,310,939

EARLY HEAD START	
Category	Expenditure
Start up Supplies	\$ 26,961
Start up Equipment	\$ 214,952
Personnel Wages	\$ 355,086
Fringe Benefits	\$ 112,729
Transportation	\$ 63,879
Travel	\$ 9,633
Supplies	\$ 24,408
Contractual	\$ 5,236
Training	\$ 64,862
Parent Activity Fund	\$ 1,333
Consultants	\$ 44,854
Other	\$ 17,161
Federal Share	\$ 941,095
Facilities	\$ 18,193
Administrative Svc.	\$ 51,193
Volunteers	\$ 51,279
Non-Federal Share	\$ 120,665
Early Head Start Total	\$ 1,061,760

GRANTEE ACTIVITIES

December 2009–The Elkhart and St. Joseph Counties Head Start Consortium received funds to open an Early Head Start Program under the ARRA stimulus grant. This grant would enable services to be provided for 80 teen moms, infants and toddlers. The focus was to assist teen moms with on-site child care while they worked toward obtaining their high school diplomas. Currently, the grant supports

child-care for 56 infants and toddlers, and 24 pregnant women. Embedded in the program is a strong parent component to train teen moms the importance of bonding/attachment with their children at an early age, and their role of volunteerism for the child-care room. Likewise, a training track is implemented for parents and staff that supports research based curriculum, based on brain development and

the importance of care giving roles and parenting skills. Additionally, Goshen Music College provided excellent training for parents informing them through engagement how music plays a vital role to brain development and bonding/attachment between mother and child. It is expected that an improved graduation rate month the teen moms will rise as a result of the support of this new initiative.

ENROLLMENT STATISTICS

Cumulative Enrollment	Health Services	HS	EHS	Ethnicity	HS	EHS	HS Teacher Qualifications:
Head Start 1173	Dental Exams 99.2%	99.2%	37.5%	Hispanic 34.4%	34.4%	36.8%	Master's Degree 6.5%
Average Attendance 87.5%	Medical Exams 94.5%	94.5%	48.8%	Race			Bachelor Degree 32.2%
Early Head Start 77	Immunizations 95.4%	95.4%	95.3%	White 59.6%	44.1%		Associate Degree 54.8%
Average Attendance 72.0%	Disabilities 14.0%	14.0%	N/A	Black 24.7%	17.6%		CDA Credential 6.5%

PARENT INVOLVEMENT

Open House:

Late August/early September each site hosted an open house event to acclimate the children and have parents view the new classroom. We had a majority of the enrolled families attend the Parent Orientation events and the orientation was conducted in Spanish and English as needed.

Site Meetings:

The first site meetings were held at each site in September. Parents received a training DVD regarding information contained in the Parent Handbook, and how the Consortium's Governance process works to include the role of the parent from the Site Meeting level to the Policy Council level. Parents were able to view the DVD at the site meeting, and received a copy for their personal use to review as needed. Each month a site meeting was conducted with some sites having excellent attendance. There were many opportunities to learn more about Head Start, resources that are available to the parents, and information about kindergarten readiness.

During the October meeting, parents have a Site Meeting Level election to vote for representatives that will serve on the Policy Council. The distribution of representatives is based on 1 parent for every 100 children enrolled within a school corporation site. Example, Jimtown has

one representative for 34 children and Lafayette has 3 representatives for 374 children. Parents that are elected meet at the Grantee Office in November for Policy Council Training and conduct their first business meeting.

November is an opportunity for the former Head Start Parents to relinquish responsibilities for their role on the Policy Council. The Policy Council at this time is comprised 100 % of parent representatives to include former parents representing the community seats. We have a celebration for the dedicated services of the Policy Council by recognizing their work and welcoming the new Policy Council members. At this meeting new Policy Council members are being trained, particularly in areas of holding an office for the council, membership responsibilities and other items.

Family Summit:

November was an exciting event for parents and staff as the Grantee office coordinated its third Annual Family Summit. The summit was partially sponsored by PNC Bank with a generous donation to offset costs for food, incentive gifts for parents and speakers. The Summit was presented in a workshop/conference format and held at Calvary Church in Elkhart. The location was ideal as it housed many small rooms for breakout sessions, small cafeteria and gym. Plus, it was conveniently located for both counties. Transportation was provided for parents who may need a ride, as well as translation kits for Spanish speaking parents. Many workshops focused on parenting skills, health and nutrition awareness, mental health and relationship building, home building, fatherhood support, several kindergarten readiness activities and budgeting/finance seminars for parents.

This two day event provided parents an opportunity to come to both days, one day, one hour. The purpose for expanding the opportunities was mainly to come and get as much information possible to support their goals as parents want to be successful. The second day included teachers from the Head Start program to support their parents as it allowed an opportunity to openly dialogue together that will provide support and generate new ideas for parents to access the information.

The final event of the day included an opportunity for parents to hear an inspirational speech from Indianapolis Colts Chaplin, Rev. Ken Johnson. He delivered a motivational speech regarding the importance of being a parent who is engaged in the lives of their children. A musical selection was presented by his son.

Each parent that attended received a literacy bag filled with a new book, stuffed animal, and activities sponsored by Kohl's Department Store, and educational board games, along with other items to fill two conference bags.

Throughout the day, prizes were given to parents that were either donated or purchased.

The event was highly attended by 325 parents and staff, and based on survey results from the parents, it was an excellent event with many positive comments and request to continue for future years to come.

ESL Classes:

22 parents were involved in ESL (English as a Second Language) classes during the year provided through the school system. Most of those who participated earned their certificates during this program year.

Fatherhood Initiatives:

In January, a Fatherhood Training was held in Elkhart and St. Joseph Counties. The St. Joseph county event was conducted at Lafayette School and attended by 20 fathers.

Likewise, the event was mirrored in Elkhart and attended by 13 fathers. The day comprised of various topics that concern fathers and their role in the lives of their children. Dads were given **conference bags, children's activities and a gift** to take home to their significant other. Each father also received a themed basket of items that families need in their homes. The Dads completed a survey and were satisfied with the opportunity to participate in the conference.

Early Head Start:

Early Head Start opened March 8th to provide services for 80 pregnant women, infants and toddlers. The classrooms are located at Merit Learning Center in Goshen, In. and Eggleston School in South Bend, In. Merit Learning Center is comprised of 36 infants and 12 pregnant women and Eggleston with 20 infants and 12 pregnant moms. Parents are given an opportunity to participate in all aspects of Head Start to include representation on Policy Council, training, and community support services. The school corporations also support parents through education on family planning and home environments as well as ensuring moms meet high school graduation. The first high school graduation was held in May 2010, where most girls who began Early Head Start in March, were able to complete their high school education on time due to the child care support received from Early Head Start.

The program runs year round and aligned with the school year calendar for class time and childcare. During the summer months a home-based option is implemented where the teacher made a visit to the home for 90 minutes to conduct individualized instruction and leaving activities at home for the children to use each week. Parents would meet every two weeks for a socialization activity. Parents were very engaged in the activities offered by Early Head Start.

ELKHART AND ST. JOSEPH COUNTIES HEAD START

245 N. Lombardy Drive
Suite A
South Bend, IN 46619

Phone: 574-283-8127
Fax: 574-283-8108



Head Start

www.headstartesj.com

Visit the web for more program
and eligibility information