

SOUTHERN MARYLAND TRI-COUNTY COMMUNITY ACTION COMMITTEE, INC.

ANNUAL



REPORT



2015



2016

Head Start is a national program that promotes school readiness by enhancing the social and cognitive development of children through the provisions of educational, health, nutritional, social, and other services to enrolled children and families.



Child Demographics

Funded Enrollment	120
Children Served	146

Ethnicity

Hispanic or Latino origin	10
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Race

American Indian or Alaska native	1
Black or African American	102
White	11
Bi-racial or Multi-racial	18
Other (families who felt race not reflected)	3
Elected not to specify race	0

Family Demographics

Families Served	133
Two parent families	28
Single parent families	105

Education

Bachelors degree or higher	8
Associates degree or higher	51
High School or GED	61
Less than high school	8

Employment

Two Parent Families	
Both employed	2
One employed	18
Both unemployed	8
One Parent Families	
Employed	55
Unemployed	50
Military (of employed families)	0

SMTCCAC Head Start's mission is to promote school readiness by assisting eligible families to improve the social, emotional and cognitive development of the individual child through the support of educational, health, nutritional and community services.

HEAD START COMPONENTS

EDUCATION

The program's goal is to ensure that children leave Head Start with increased abilities and experiences that have prepared them to be successful students on all levels and ready for Kindergarten. The Creative Curriculum was used to provide a developmentally appropriate early childhood education program. An individualized learning program was developed for each child.

MENTAL HEALTH, DISABILITIES

Regardless of the disability or special need of any child, all children learn better when grouped in a classroom with their typically developing peers. At least 10% of Head Start's funded enrollment was set aside for children with diagnosed disabilities. These children participated in the full range of classroom activities and had their individual needs met.

HEALTH AND SAFETY

Children were screened within 45 days to identify and address vision and hearing problems early so that they do not interfere with a child's learning and development. Staff assisted families to provide comprehensive health care for their child.

Children were taught basic health practices, such as hand washing and tooth brushing.

TRANSPORTATION

Transportation was provided for one of three centers. Transportation is in accordance with state and federal requirements. A bus monitor was on each route to ensure the safety and extend the learning period for the children.

HEALTHY MEALS

The program ensured that the children received a healthy breakfast, lunch, and/or snack. The meals were served family style to encourage the development of social and language skills. The menu included a wide variety of foods with an emphasis on fruits and vegetables, whole grains, and limited sugar, salt, and fats. Menus were reviewed by a registered dietitian.

PARENT INVOLVEMENT

Involving parents in the Head Start Program is a guiding principle to the Head Start philosophy.

CHILDREN ENJOY SEEING THEIR FATHERS COOK



FATHERS CAME INTO THE CLASSROOM AND COOKED BREAKFAST
FOR ALL THE CHILDREN AT EVA TURNER HEAD START.

PARENT INVOLVEMENT & FAMILY SERVICES

The key components of achieving parent involvement in the program are as follows:

- Developing a partnership with parents to help them achieve family goals – At enrollment, staff starts to develop a relationship with the family. They are linked to services that will help them work on their goals. Parents are encouraged to apply for staff positions.
- Ensure that programs and centers are always open - Parents are provided opportunities to volunteer and be involved in the development of the curriculum. Parents assist in organizing center activities such as fundraisers, field trips, and classroom visitors by participating on the Center Parent Committee.
- Supporting parents as the primary teacher of their children - Parents are involved in developing the educational goals for their children and provided with opportunities to enhance their parenting skills.
- The program assists parents to transition their children into school. Parents are encouraged and assisted to become advocates for their children.

POLICY COUNCIL

Policy Council is an elected group of parents that assists Head Start in program decision-making and program governance. The Policy Council is part of the shared governance team that includes the Board of Directors, program staff and Policy Council. Together the team guides the direction of the Head Start program.

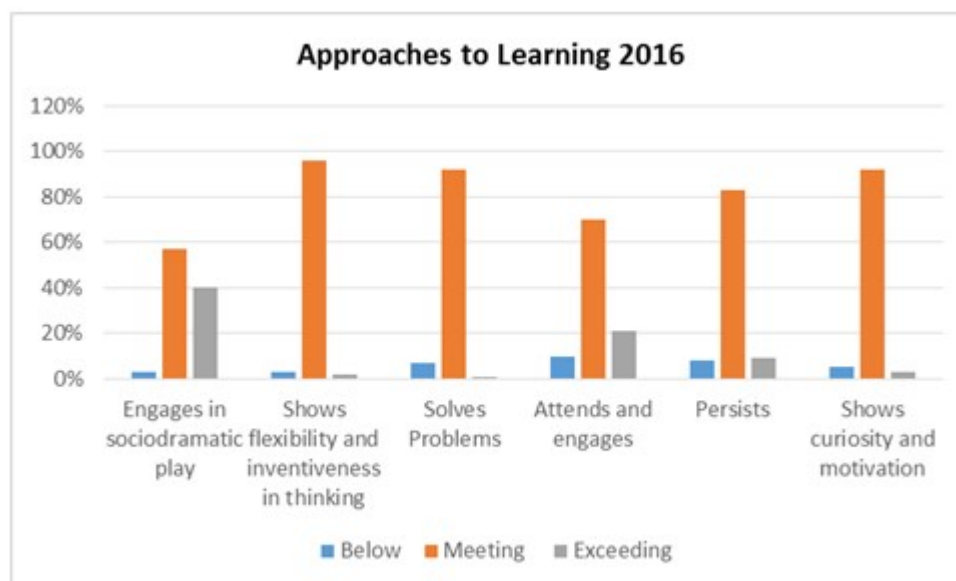
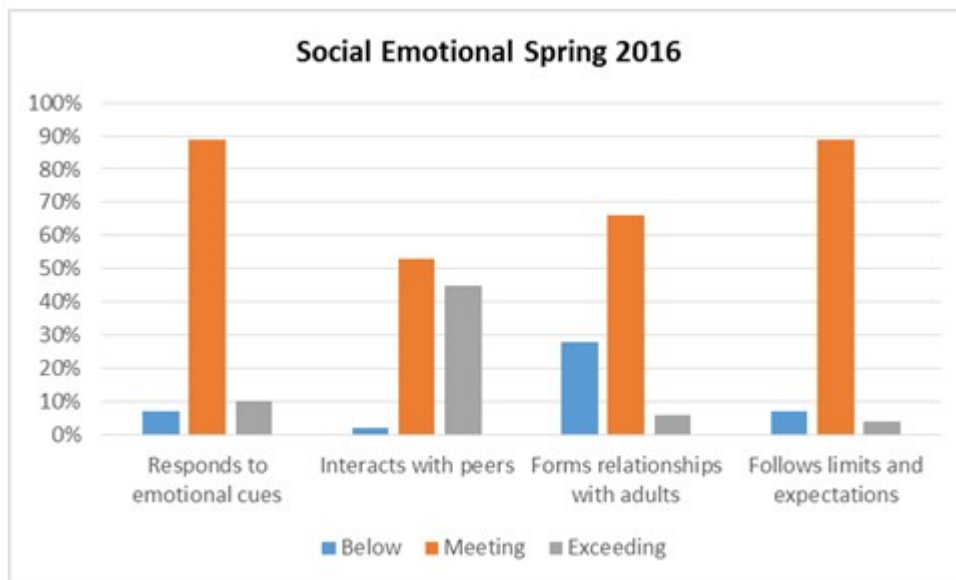
Parents were elected from each Head Start center to serve as representatives on Policy Council in September and October of 2015. Ten parents participated throughout the year. In addition to parents, three community representatives were elected from programs such as Tri-County Youth Services, the Judy Center, and the Charles County Public Library.

Policy Council assists program staff to develop program plans, policies and procedures to meet Head Start Performance Standards and address needs in the community. They also provide input and feedback on grant proposals, budgeting, hiring and termination of staff and fundraising. Policy Council participates on the School Readiness Team, Health Services Advisory Committee, and the Self-Assessment Team.

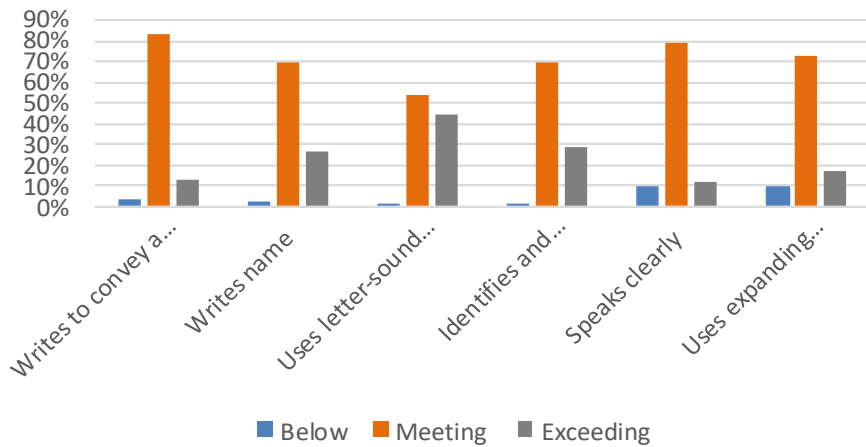
CHILD OUTCOMES

146 children attended double-session classes for three and a half hours a day and four days a week. The average attendance for the year was 85%. The children in the program were assessed using the Teaching Strategies Gold Assessment System three times during the program year - Fall, Winter, and Spring. The outcomes were used to plan classroom activities that will meet the needs of each individual child in the areas of social and emotional development, language and literacy, cognition and general knowledge, and physical. SMTCCAC Head Start prides itself on meeting children at their educational level and developing an Individual plan to help them improve.

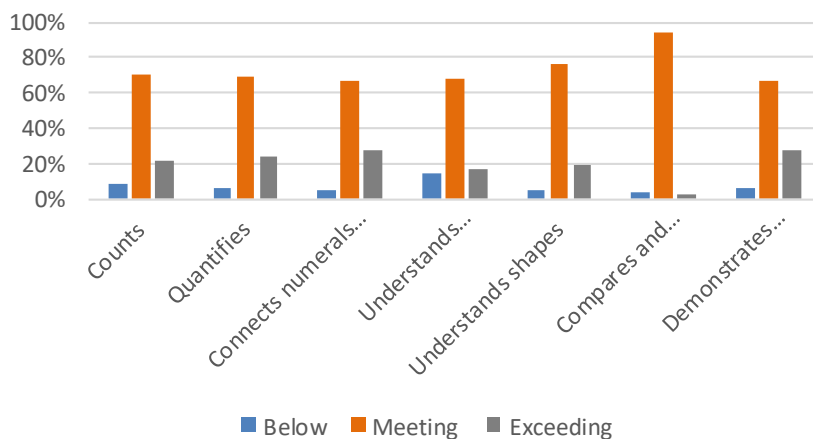
The graphs below represent the final outcomes in each educational domain. At the end of the program year only one domain area had less than 80% of the children meeting or exceeding expectations - forms relationships with adults in the Social Emotional Domain. In the other domains, 85% or more of children were meeting or exceeding expectations.



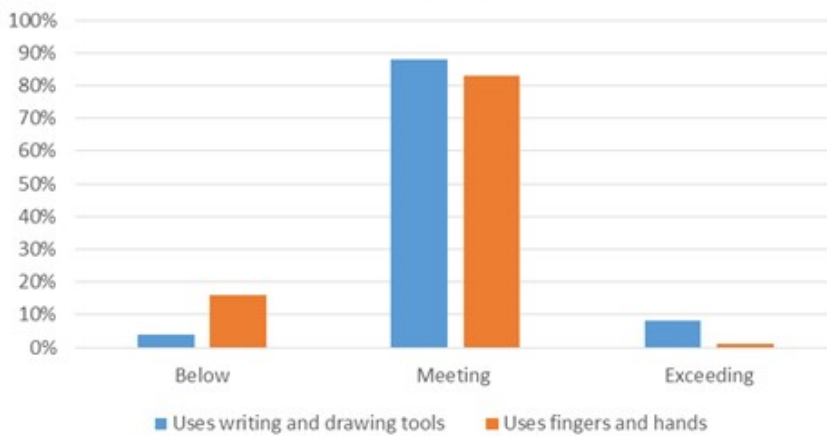
Language & Literacy Spring 2016



Cognition & General Knowledge Spring 2016



Physical Spring 2016



Health Outcomes

	End of Enrollment	
	Number of Children	% of Enrollment
Have Health Insurance	142	97
Ongoing source for medical care	142	97
Ongoing source for dental care	142	97
Have up-to-date immunizations	144	99

Family Services Outcomes

Crisis	4	4
Menth Health Services	6	6
Adult Education	7	7
Job Training	19	11
Substance Abuse Prevention	133	133
Substance Abuse Treatment	1	1
Health Education	133	133
Parenting Education	14	12
Asset Building	5	5

FY 2015-2016 Budget

Categories	Budgeted	Spent	Non-Federal Match	Explanation
Personnel	\$533,383	\$523,101	\$17,364	Parent Volunteers
Fringe	192,551	163,696		
Travel	1,000	1,536		
Supplies	10,100	5,424		
Contractual	9,500	24,944	71,087	Community Vols.
Other	105,300	133,133	106,653	Space/Cash/Other Expenses
Trng. & Tech. Asst.	14,368	14,368		
Indirect	84,888	84,888	42,670	
Total	\$951,090	\$951,090	\$237,774	

Food Cost 2015-2016

Food	Projected Budget	Actual Reimbursement	Spent
USDA/CACFP	\$55,000	\$54,745	\$53,598

FY 2016-2017 Budget

Categories	Budgeted	Explanation
Personnel	\$541,211	
Fringe	195,377	
Travel	750	
Supplies	6,350	Office, classroom, medical
Contractual	6,500	Health, mental Health, copier
Other	89,220	Insurance, facilities, transportation
Indirect	97,314	
Training & Technical Assistance	14,368	
Total	\$951,090	

Projected Food Cost 2016-2017

Food	Projected
USDA/CACFP	\$60,000

COLA

SMTCCAC Head Start received a Cost of Living Adjustment in the amount of \$16,861. The entire amount was used to increase the salary and fringe benefits of Head Start employees.

PROGRAM REVIEWS

SMTCCAC Head Start was monitored in Comprehensive Services/School Readiness and Leadership, Governance, and Management Systems during the 2015-2016 program year.

The program received a perfect review in Comprehensive Services and School Readiness and had two corrections to make in Leadership, Governance, and Management Systems.

SMTCCAC made the following corrections as of August 31, 2016:

- The program must publish an annual report to the public within six months of the end of the Head Start fiscal year. An objective was added to the Management Systems work plan to ensure publication of the annual report by September 30 of each year.
- The program must provide a report documenting credit card use to the Board and Policy Council. The development of a credit card usage report and a policy added to the financial manual will ensure appropriate reporting of credit card usage.

2015-2016 Center Locations

Charles County

Brawners Head Start Center
6655 Weaver Street
Indian Head, MD 20640

Eva Turner Head Start Center
1000 Bannister Circle
Waldorf, MD 20602

Waldorf @ Health Partners
3070 Crain Highway
Waldorf, MD 20601

Administrative Office

Luther Stuckey Building
8371 Old Leonardtown Rd
Hughesville, MD 20637
PH: 301-274-4474 Fax: 301-274-0637





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