

**Southern Maryland Tri-County
Community Action Committee, Inc.**



2015 Annual Report

Purpose and Mission of SMTCCAC Head Start

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.

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 2 of 3 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 of 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. 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.

Child Demographics

Funded Enrollment	120
Children Served	135

Ethnicity

Hispanic or Latino origin	11
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Race

American Indian or Alaska native	1
Black or African American	102
White	12
Bi-racial or Multi-racial	15
Other (families who felt race not reflected)	4
Elected not to specify race	1

Family Demographics

Families Served	128
Two parent families	26
Single parent families	102

Education

Bachelors degree or higher	7
Associates degree or higher	48
High School or GED	63
Less than high school	10

Employment

Two Parent Families	
Both employed	6
One employed	16
Both unemployed	4
One Parent Families	
Employed	45
Unemployed	57
Military (of employed families)	1

PARENT INVOLVEMENT & FAMILY SERVICES

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

- Creating a partnership with parents to empower them to set and achieve family goals - Relationships with parents are built beginning at enrollment. Families are linked to services necessary for them to move toward their goals. Parents are encouraged to apply for staff positions.
- Ensuring programs are open to parents at any time - Parents are provided opportunities to volunteer and be involved in the development of curriculum. Parents assist in organizing center parent committees.
- Supporting parents as primary teach for their children - Parents are involved in determining 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 helped to become active partners in assessing health care 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 2014. Thirteen parents attended during the year. In addition, two community representatives were elected in October and participated throughout the year. Policy Council assists program staff to develop program plans, policies and procedures that meet the needs of the community. They also have input on grant proposals, budgeting, hiring and termination and fundraising. Policy Council also participates on School Readiness Team and the Health Services Advisory Committee and the Self-Assessment Team.



CLASSROOM OUTCOMES

135 children were in part-day classes - 3.5 hours a day, 4 days a week

The average monthly attendance was 82%

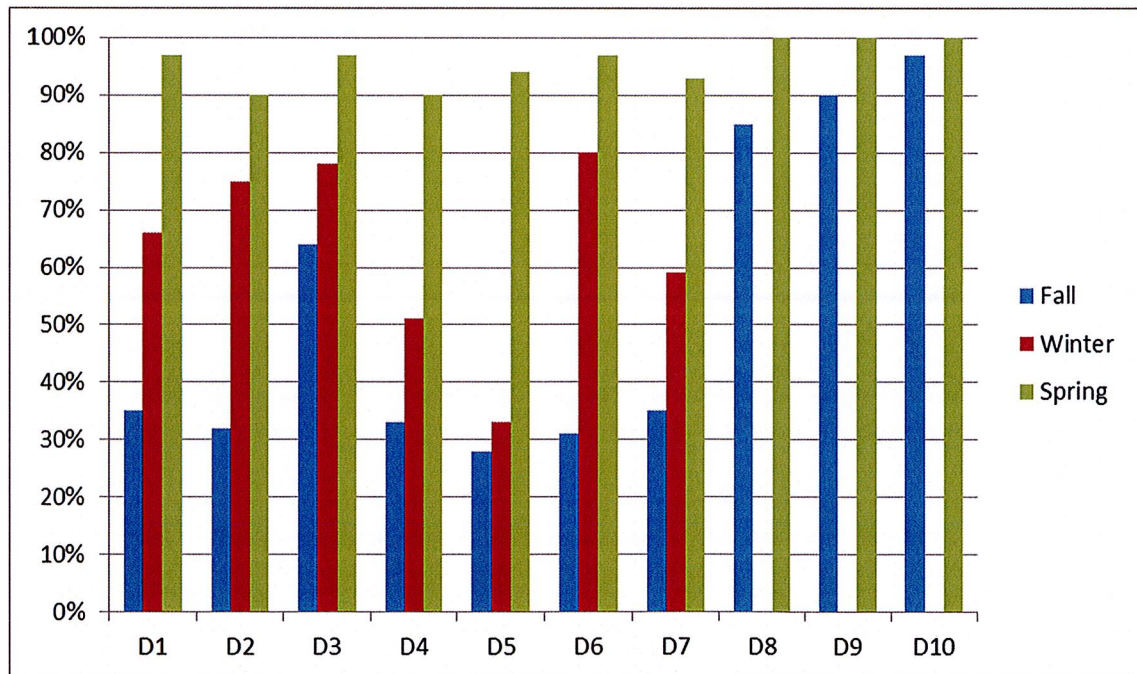
CHILD OUTCOMES

The children in the Head Start program were assessed using the Teaching Strategies Gold assessment system three times during the year - Fall, Winter, and Spring. The outcomes were used to plan classroom activities to maximize the development of each individual child in the areas of :

- **D1** - Social-Emotional
- **D2** - Physical Gross Motor
- **D3** - Physical Fine Motor
- **D4** - Language
- **D5** - Cognitive
- **D6** - Literacy
- **D7** - Mathematics
- **D8** - Science
- **D9** - Social Studies
- **D10** - Art

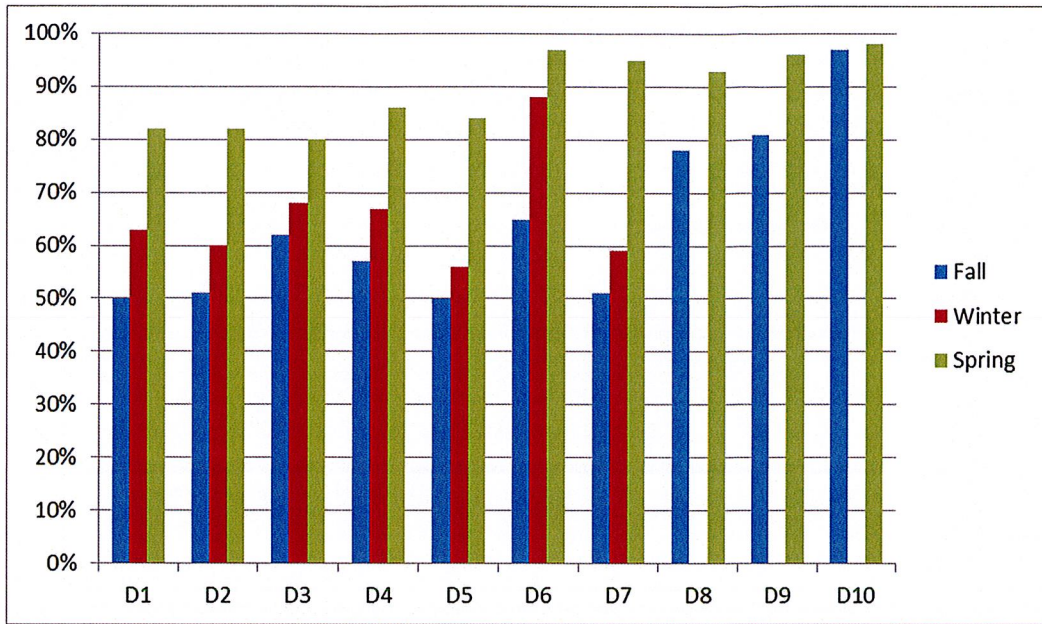
The following graphs show a comparison between Fall, Winter, and Spring assessment results of children who met or exceeded school readiness goals during the 2014-2015 program year. (Domains D8—D10 shows children who are emerging or meet school readiness goals for Fall and Spring)

2014-2015 Final Outcome Data for Three Year Old Children



In Fall, only the physical fine motor domain had at least 60% of three-year-olds meeting or exceeding school readiness goals. By Spring, at least 93% of three-year-olds were meeting or exceeding school readiness goals. Social-emotional, physical fine motor and literacy had the highest percentage (97%) and language with the lowest at 93%. The children had high performance levels in science, social studies and art. Their lowest performance level was in science at 85% in the Fall. In the Spring all children were at 100% in all three domains.

2014-2015 Final Outcome Data for Four Year Old Children



In Fall, only the physical fine motor and literacy domains had 60% of children meeting or exceeding school readiness goals. By Spring, at least 80% of children were meeting or exceeding school readiness goals. Literacy had the highest percentage rate at 97%, with physical fine motor being the lowest at 80%. The four year olds scored high in science, social studies and art, while those with the lowest percentage emerged to or met goals at 78% in science. By Spring, the science rating raised to 95%, which was still the lowest of the three domains. Art had the highest percentage rate - 98%.

The graphs show that both three-year-olds and four-year-olds made progress throughout the year in each domain.

In a recent Classroom Assessment Scoring System (CLASS) review, SMTCCAC Head Start scored low in the instructional support area.

Based on the data, strategies will be implemented for improvement in the areas of CLASS, teacher and staff development. Plans to acquire resources for additional classroom support will be developed.

HEALTH OUTCOMES

	End of Enrollment	
	Number of Children	% of Enrollment
Have Health Insurance	133	99
Ongoing source for medical care	134	99
Ongoing source for dental care	134	99
Have up-to-date immunizations	130	96

FY 2014-2015 Budget

Categories	Budgeted	Spent	Non-Federal Match	Explanation
Personnel	582,814	527,640	24,788	Parent Volunteers
Fringe	178,693	179,297		
Travel	0	0		
Supplies	11,319	7,362		
Contractual	9,340	9,095	14,315	Community Vols.
Other	67,502	132,543	198,669	Space/Cash/Other Expenses
T & TA	14,368	14,368		
Indirect	87,054	80,785		
Total	951,090	951,090	237,772	

Food Cost 2014-2015

Food	Projected Budget	Actual Reimbursement	Spent
USDA/CACFP	55,000	54,153	57,309

\$3,156 was spent over USDA reimbursement. Half of the cost was offset by Policy Council donated funds and the rest by Head Start funds.

FY 2015-2016 Budget

Categories	Budgeted	Explanation
Personnel	533,383	
Fringe	192,551	
Travel	1,000	
Supplies	10,100	Office, Classroom, Medical
Contractual	9,500	Health, Mental Health, Copier
Other	105,300	Insurance, Facilities, Transportation
Indirect	84,888	
Training & Technical Assistance	14,368	
Total	951,090	

Projected Food Cost 2015-2016

Food	Projected
USDA/CACFP	60,000

PROGRAM REVIEWS

SMTCCAC Head Start received three reviews during the 2014-2015 program year. There were no findings in Environmental Health and Safety, three findings in Finance and a low score in CLASS.

In the fiscal area, the program received non-compliances in reporting, cost principles, and facilities and property. A Corrective Action Plan was put in place to obtain appraisals on property used as donated space, correct a discrepancy in the amount of indirect cost used and create and procedures to add to the financial manual to ensure thee issues.

In CLASS (Classroom Assessment Scoring System), the program received scores of 5.8281, 5.8333 and 2.1875 in Emotional Support, Classroom Organization, and Instructional Support, respectively.

To improve CLASS scores, SMTCCAC Head Start implemented a plan to develop a CLASS coaching program. The program required two staff members to become CLASS reliable and the purchase of a CLASS curriculum and development training program. The curriculum was purchased in 2015 and the development program will be purchased in 2016.

2014-2015 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: 301-274-474 Fax: 301-274-0637



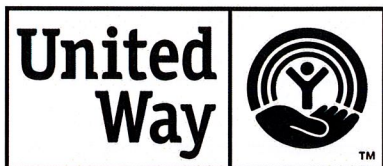


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