

# Head Start/Early Head Start Hillsborough County

## Annual Report 2011-2012

### Southern New Hampshire Services



**Mission:** The objective of the program is to provide high-quality services that meet the varied needs of families. This includes families that are in need of home-based or part day services as well as families requiring extended child care services to support the transition from welfare to a working environment.

### Program Overview - Enrollment

Southern New Hampshire Services, Inc. (SNHS) Head Start/Early Head Start has been providing comprehensive services for low-income children and families for over 40 years in Hillsborough County. Of the 363 slots, 299 are designated for Head Start services and 64 for Early Head Start services. SNHS also provides services for an additional 18 Head Start children in Manchester and 38 Early Head Start participants in Nashua under the American Recovery and Reinvestment Act. Our Head Start and Early Head Start programs were fully enrolled during 2010-2011. We estimate that we are serving up to 30% of the income eligible children and families in our service area. Our average monthly enrollment is 100%.

- **Part Day Head Start Program Model:** This program model provides preschool experiences for children 3 to 5 years of age. It is designed to involve the whole family in a multifaceted approach to literacy and the child's developmental needs. In addition to individual classroom education activities, each child's medical, dental, nutritional, emotional, and social needs are addressed. The enrolled child receives Head Start services through center attendance and home visits. Typically, the program hours are 9:30 to 1:30 and they are located in Manchester, Nashua and the towns of Hudson, Greenville, Westside at the Community College and Hillsboro. This model serves approx. 247 children.
- **Early Head Start Program Model:** Early Head Start serves children 0-3 year's old and pregnant women. Early Head Start provides services to infants, toddlers, and pregnant women as well as their families. Early Head Start tracks children's health and well child checks and completes screenings to insure a healthy start for children. There is a home-based option that provides ongoing support to pregnant women, infants and toddlers and their families. Early Head Start centers are located in Manchester and Nashua providing 102 opportunities for children and families.
- **Head Start with wrap around child care Model:** This program model provides wrap around child care options to working parents. The program has three centers that provide full day services to Head Start eligible families. Each Center offers State Scholarship assistance for low-income families. Typically, the program hours are 6:30 am to 5:30 pm and they are located in Nashua, Manchester, and the town of Hillsboro. The programs consist of dedicated professionals with backgrounds in early childhood education, health, mental health, family services, and nutrition. The staff strives to deliver a comprehensive and high quality program designed to foster healthy development in low-income children. This model serves approx. 83 children.

## **Budget Breakdown**

<b>Head Start/Early Head Start Budget Breakdown Hillsborough County 2010-2011 (Most recently concluded fiscal year)</b>	
<b>Basic Head Start</b> <b><u>Head Start Federal Revenue: \$2,582,600</u></b>	<b>Basic Early Head Start</b> <b><u>Head Start Federal Revenue: \$772,718</u></b>
<b><u>Expenditures</u></b> Salaries and wages: \$1,720,071 Health Insurance: \$346,610 Life Insurance: \$2,525 Dental Insurance: \$37,367 Staff Travel: \$20,094 Pension: \$63,889 Usage Expense: \$47,792 Building Maintenance: \$26,703 Educational Supplies: \$17,329 General Supplies: \$45,869 Program Consultants: \$11,507 Indirect Costs: \$195,673 Training/Career Development: \$30,388 Other: \$81,831	<b><u>Expenditures</u></b> Salaries and wages: \$570,843 Health Insurance: \$90,643 Life Insurance: \$604 Dental Insurance: \$8,762 Staff Travel: \$4,271 Pension: \$30,256 Usage Expense: \$20,031 Building Maintenance: \$16,380 Educational Supplies: \$7,848 General Supplies: \$13,265 Program Consultants: \$1,280 Indirect Costs: \$69,594 Training/Career Development: \$20,318 Other: \$65,972

<b>Head Start/Early Head Start Budget Breakdown Hillsborough County <i>Proposed Budget for 2011-2012</i></b>	
<b>Basic Head Start</b> <b><u>Head Start Federal Revenue: \$2,553,429</u></b>	<b>Basic Early Head Start</b> <b><u>Head Start Federal Revenue: \$754,194</u></b>
<b><u>Expenditures</u></b> Salaries and wages: \$1,465,534 Total Fringe: \$664,248 Total Supplies: \$42,088 Total Contractual: \$5,300 Usage Expense: \$41,293 Utilities: \$53,312 Building and Child Liability: \$5,800 Building Maintenance: \$19,884 Local Travel: \$20,000 Nutrition Services: \$500 Parent Services: \$3,000 Publications/Printing/Advertising: \$6,000 Other: \$10,228 Indirect Costs: \$213,242 Training/Career Development: \$29,171	<b><u>Expenditures</u></b> Salaries and wages: \$372,719 Total Fringe: \$194,472 Total Supplies: \$18,050 Total Contractual: \$200 Mortgage Expense: \$21,852 Utilities: \$47,497 Building and Child Liability: \$1,000 Building Maintenance: \$23,800 Local Travel: \$2,970 Nutrition Services: \$163 Parent Services: \$650 Publications/Printing/Advertising: \$500 Other: \$2,575 Indirect Costs: \$63,829 Training/Career Development: \$18,855

The program also received ARRA funding for 18 Head Start preschool opportunities in Manchester and 38 Early Head Start opportunities in Nashua totaling: \$565,000. These funds were converted to regular HS and EHS funding on September 30, 2011.

### **Child Outcomes and School Readiness**

The overarching goal for the child development content is to facilitate the overall development of preschool children through an educational philosophy that promotes school readiness and social competence. Building positive relationships between children, families and staff is the basis for learning. Through the implementation of a program that supports positive relationships based on trust and acceptance, children are given opportunities to reach their full potential. As relationships are built, curriculum is developed to support each child and family on an individual basis. Individualization goals are set by both the families and staff and are based on the child's interests, the eight domains of development (social/emotional, approaches to learning, literacy, language, mathematics, science, creative and physical/health), temperament, language, learning style and cultural background.

**Creative Curriculum** is the curriculum used in all SNHS Head Start classrooms. This curriculum is a framework for planning and implementing a developmentally appropriate program and is used as a guide for decision making on a regular basis. Themes are selected based on the children's interests as well as staff and family input. The objectives and activities are integrated into each of the learning centers throughout the classroom. The physical environment plays a major role in each child's learning experience; therefore each classroom is set up in separate interest areas, each of them with an assortment of materials which offer children a variety of choices. The teaching staff is required to integrate the theme into each of the learning centers and to rotate the materials at least monthly.

#### **Outcomes Report – Southern NH Head Start 2010-2011 Outcomes Report**

- 14% of enrolled children have increased their ability to sustain interactions with peers
- 17% of enrolled children have progressed in their approach to learning
- 16% of enrolled children have increased their language abilities
- 20% of enrolled children have increase their literacy skills
- 20% of enrolled children have increase their mathematical skills
- 10% of enrolled children have shown an increase in their scientific skills
- 11% of children have shown an increase in their creative development

### **Head Start to Public School Transition**

Transition into Kindergarten is supported by the classroom curriculum, family information given at family meetings, as well as through providing transition bags containing school supplies and books to each child who will be attending kindergarten. Transition activities are planned at individual sites to support the needs of the children and families and include classroom visits from school personnel, parent meetings with school personnel, assistance with registration, and communication with kindergarten teachers.

### **Information about Family Engagement:**

Family engagement is a high priority for SNHS supported by the position of Family Engagement Specialist. This position focuses on reaching out to families and offering varied opportunities to become involved. Staff works to support family participation in Policy Council, advisory boards and classroom activities as well as planning family involvement days. Additionally, Family engagement is a key piece of the education content. Families are involved from the very beginning by assisting the teacher in getting to know the child through conversations at the initial home visit and through the completion of the Child and Family Individualization Form as well as the Family Involvement Questionnaire. This process provides opportunities for families to share what their child does well in addition to any concerns about their child's development. Families participate in setting goals and accommodations for their child and plan for ongoing involvement in the program. Families are offered many opportunities to participate in their child's education. Every month during family meetings, one learning center from the Creative Curriculum is presented to the families by the teaching staff. This provides a time for teachers to help families understand what children learn while playing and how they can extend this center into their own home. In addition, every month home-school connection activities are created by the teaching staff which relate to the current theme. Families work with their child at home and then communicate back to the staff about the progress their child is making. Additional home-school connection activities include a classroom lending library filled with books and other activities that rotate by season, the good-guys trunk which consists of a variety of gross motor materials, and a classroom mascot and book which is sent home weekly with a child. The home-school connection is a significant avenue for providing information and implementation techniques that promote the "parent as a child's first teacher". During the 2010-2011 program year, over 620 individuals volunteered in the program.

### **Results of the Federal Review**

*On 11/15/2009, the administration for Children and Families conducted a monitoring review of the Head Start and Early Head Start program. Two noncompliance issues were identified and corrected.*

- 1. Available resources in the community were not listed in the Community Assessment. (Correction process: resource list was added to community assessment document)*
- 2. The system for Criminal Record Checks resulted in 2 employees being hired prior to the completion of the State Criminal Record Check; procedures for NH State Licensing were adhered to. (Correction process: SNHS Head Start/Early Head Start not completes two criminal history checks to assure compliance with both State and Licensing and Head Start requirements).*

#### ***Percentage of enrolled children that received medical and dental exams***

Program year 2010-2011

Head Start: Dental Exams-79% Medical-99%

Early Head Start: Dental Exams-65% Medical-100%

*(Based on 2010-2011 program information report)*

## **Additional Information**

- SNHS Head Start/Early Head Start employees 127 individuals
- Manchester Early Head Start and Rose Byrne Head Start are accredited by the National Association for the Education of Young Children (NAEYC)
- All of our home visitors and family service workers have Associates or higher degrees
- 34% of preschool classroom teachers have a BA in ECE
- 14% of preschool classroom teacher have a BA in related field
- 39% of preschool classroom teachers have an AA in ECE
- 100% of center-based classes serving preschool children have a least one teacher with an advanced/baccalaureate/associate degree in ECE or related field
- 14% of infant toddler classroom teachers have BA in ECE
- 57% of infant and toddler classroom teachers have an AA in ECE

## **Update:**

Recently, SNHS applied and received (November 1, 2011) the following grant:

Competitive area: Rockingham County, NH

Geographic Locations: Derry, Portsmouth, Newmarket, Epping, Hampton Falls (and surrounding towns)

Total number of additional children to be served: 177 preschool children

Type of program option proposed: Center-Based part-day, part-year program

Federal Funds requested: Operational Funding 12 months: \$1,499,576

Training and Technical Assistance operational 12 months: \$20,125