

# **Region 14 Education Service Center**

***2012-2013***

## **Head Start/Early Head Start Annual Report to the Public**



## *Introduction*

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This report has been prepared in order to comply with the Head Start Reauthorization Act of 2007. The Act states that:

“Each Head Start agency shall make available to the public a report published at least once in each fiscal year that discloses the following information from the recently concluded fiscal year, except that reporting such information shall not reveal personally identifiable information about an individual child or parent:

- (A) The total amount of public and private funds received and the amount from each source.
- (B) An explanation of budgetary expenditures and proposed budget for the fiscal year.
- (C) The total number of children and families served, the average monthly enrollment (as a percentage of funded enrollment), and the percentage of eligible children served.
- (D) The results of the most recent review by the Secretary and the financial audit.
- (E) The percentage of enrolled children that received medical and dental exams.
- (F) Information about parent involvement activities.
- (G) The agency’s efforts to prepare children for kindergarten.
- H) Any other information required by the Secretary



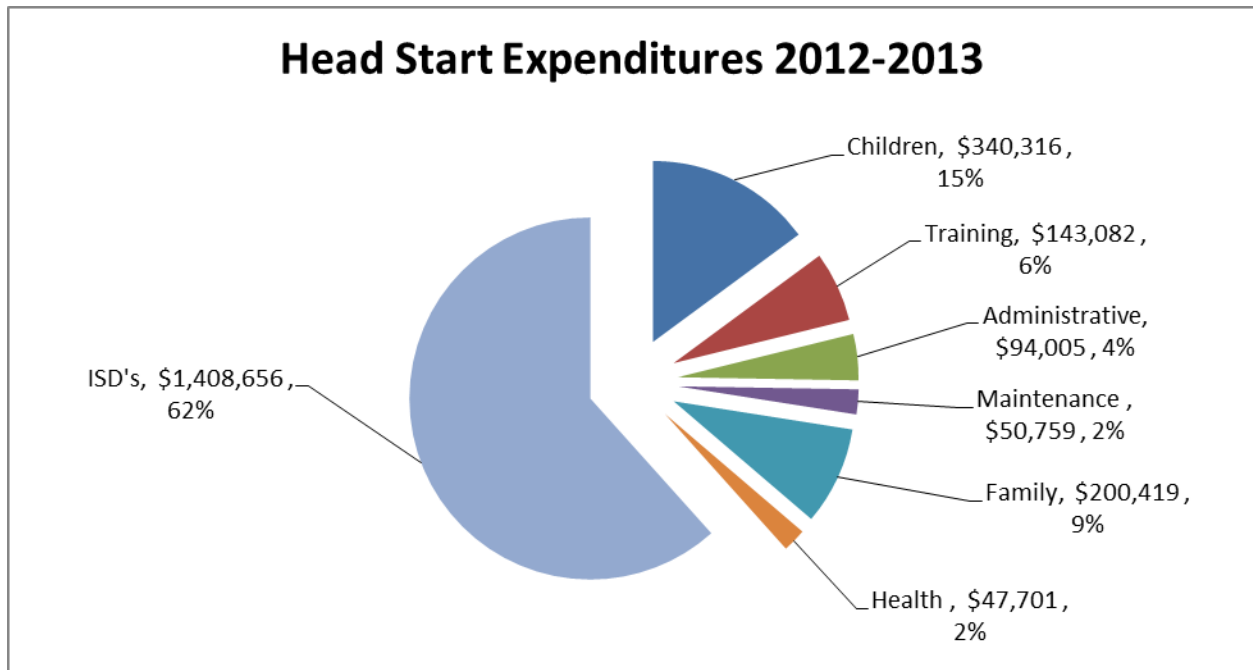
*(A) The total amount of public and private funds received and the amount from each source.*

*(B) An explanation of budgetary expenditures and proposed budget for the fiscal year.*

Region 14 Education Service Center Head Start does not possess tax levying or bonding authority and relies on federal grant funding.

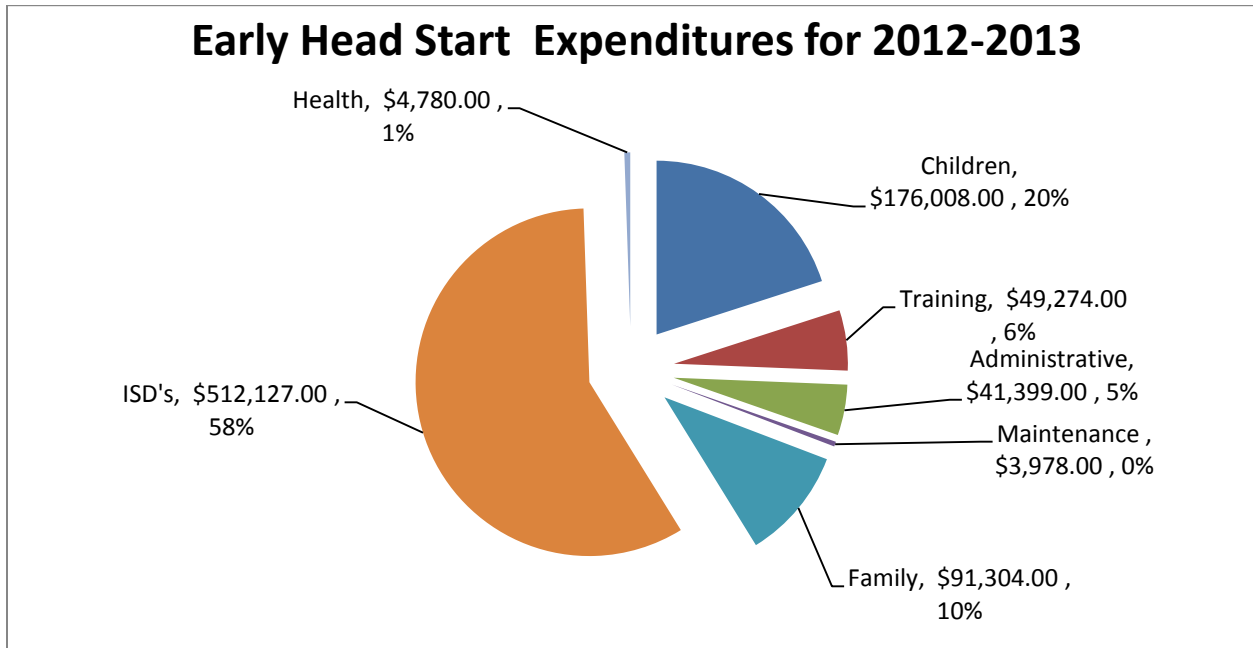
Head Start and Early Head Start fiscal year is from September 1 thru August 31. The required annual financial audit was performed and completed by Davis Kinard & Co, PC.

\$2,284,938.00 was received for the 2012-2013 Head Start Program and the following diagram represents how those dollars were spent.



Children	\$	340,316
Training	\$	143,082
Administr	\$	94,005
Maintena	\$	50,759
Family	\$	200,419
Health	\$	47,701
ISD's	\$	1,408,656
<b>TOTAL</b>		<b>\$2,284,938</b>

The 2012-2013 Early Head Start Program was awarded \$878,870; the following diagram represents how those dollars were spent.



Children	\$ 176,008.00
Training	\$ 49,274.00
Administrative	\$ 41,399.00
Maintenance	\$ 3,978.00
Family	\$ 91,304.00
ISD's	\$ 512,127.00
Health	\$ 4,780.00
<b>TOPTAL</b>	<b>\$ 878,870.00</b>

### Non-Federal Share ~ Head Start/Early Head Start In-Kind

For every 80 cents of Head Start/Early Head Start funds received 20 cents must be matched. The federal government also limits administrative cost to be no more than 15% of the total funds received. The following chart demonstrates the amount of matching funds required and the amount we actually received along with the maximum amount of administrative cost allowed versus actual.

## 2012-2013 IN-KIND/ADMINISTRATIVE COST REPORT

TOTAL EHS/HS FUNDING \$3,163,808.00

IN-KIND REQUIRED \$790,952.00  
 ADMINISTRATIVE COST ALLOWED \$593,214.00

	TOTAL IN-KIND	Admin %	Total Administrative Cost
Teacher	\$211,234.00		
Superintendent	\$42,946.40	1	\$42,946.40
Business Manager	\$25,772.92	1	\$25,772.92
Superintendent Secretary	\$10,160.00	1	\$10,160.00
Technology Director	\$18,100.50		
Maintenance Director	\$13,662.00		
Instruction leader	\$4,285.00		
Grounds Staff	\$2,873.86		
Nurse	\$22,659.78		
Custodians	\$10,016.94		
Counselor	\$11,939.00		
Campus	\$20,194.00		
Principal	\$21,275.75	1	\$21,275.75
Asst. Principal	\$0.00	1	\$0.00
PEIMS Coord.	\$2,661.26		
Secretary	\$9,209.00	1	\$9,209.00

	Custodians	\$3,421.00		
	librarian	\$5,467.00		
	other	\$3,995.00		
	Substitutes	\$0.00		
Space Costs		\$225,001.00	0.05	\$11,250.05
Administrative Costs				
	Legal Services	\$702.00	1	\$496.00
	Audit Services	\$5,898.00	1	\$5,898.00
	Tax Collection	\$17,486.00	1	\$17,486.00
	Contracted Services	\$24,166.00	1	\$24,166.00
	Supplies	\$35,602.00	1	\$35,602.00
	Travel	\$261.00	1	\$261.00
	Insurance	\$5,928.00	0.05	\$296.40
	Misc.	\$842.00	0.05	\$42.10
	Technology	\$0.00	0.05	\$0.00
	Utilities	\$8,970.00	0.05	\$448.50
Campus		\$0.00		
	Contracted Services	\$2,251.00		
	Supplies	\$30,277.00		
	Travel	\$652.00		
	Misc.	\$0.00		

Utilities	\$8,955.00	0.05	\$447.75
Volunteer Services	\$0.00		
TOTAL PROVIDED BY PARTICIPATING ISD'S	\$806,864.41		\$205,757.87
ESC PORTION			
Indirect Cost		1	\$47,555.00
Administrative Costs		1	\$87,849.00
<b>TOTALS</b>	<b>\$806,864.41</b>		<b>\$341,161.87</b>

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## Child Demographics



*(C) The total number of children and families served, the average monthly enrollment (as a percentage of funded enrollment), and the percentage of eligible children served.*

### Enrollment

**Region 14 ESC Head Start/Early Head Start is funded for 301 Head Start children and 56 Early Head Start children:**

**Head Start partnerships with the Independent School Districts – any additional children are funded through the school district.**

Site	2012-2013 Enrollment	2012-2013 # of Classes	2012-2013 Avg. Monthly Enrollment
Albany	20	1	100%
Anson	19	1	100%
Breckenridge	47	2	100%
Colorado City	37	2	100%
Hamlin	21	1	100%

Haskell	20	1	100%
Home Base	11	1	100%
Rotan	20	1	100%
Stamford	36	2	100%
Sweetwater HS	115	5	100%
Sweetwater EHS	63	7	100%
Merkel	19	1	100%

	Total Number by Ethnicity	Hispanic or Latino Origin	Non-Hispanic/Non-Latino
Early Head Start	63	44	19
Head Start	361	218	143

Source: PROMIS

	Black	White	Native American	Pacific Islander	Asian	Other
Early Head Start	15	47	0	0	0	1
Head Start	53	304	0	0	4	0

Source: PROMIS

### Languages Spoken by Children

	Total	English	Spanish	Asian	Other
Early Head Start	63	59	4	0	0
Head Start	361	331	28	1	1

Source: PROMIS

### Gender of Students

	Male	Female
Early Head Start	33	30
Head Start	167	194

Source: PROMIS

### Early Head Start

Total	Percentage	Developmental Delay	Atypical Development	Cognitive & Communication Delay
9	14%	9	0	0

Source: IFSP

### Head Start Disabilities

Total Enrolled	Total with Disabilities	Percentage Served with Disabilities	Cerebral Palsy	NCEC	Autism	Orthopedic Impairment	Speech Language	Visual/ Blindness	Other Health Impaired
361	30	8%	0	2	0	0	24	0	2

Source: IEP

### Early Head Start Disabilities

Total Enrolled	Total with Disabilities	Percentage Served with Disabilities	Developmental Delay	Atypical Development
63	9	14%	9	0

Source: IFSP

### Family Structure

#### Parental Status

	Number of Families	One Parent	Two Parents
Early Head Start	58	45	13
Head Start	327	206	121

Source: PROMIS

#### Employment

	Two Parent Households Both Parents Employed	Two Parent Households One Parent Employed	Two Parent Households Both Parents Unemployed	One Parent Household One Parent Employed	One Parent Household Parent Unemployed
Early Head Start	7	6	0	33	12
Head Start	46	60	15	135	71

Source: PROMIS

#### Education Level of Parents

	<HS Graduate	HS Graduate/ GED	Some College/ Associates	Bachelors' Degree or Higher	Number in Job Training or School
Early Head Start	9	29	19	1	0
Head Start	64	133	120	10	67

Source: PROMIS

**Public Assistance**

	TANF/ Former TANF	SSI	WIC
Early Head Start	2	6	53
Head Start	12	36	207

Source: PROMIS

**Family Services during 2012-2013**

Services	Early Head Start	Head Start
Emergency/Crisis Intervention	6	22
Housing Assistance (subsidies, utilities, repairs)	3	16
Transportation Assistance	N/A	N/A
Mental Health Services	1	37
English as a Second Language Training	1	9
Adult Education (GED, college selection)	27	47
Job Training	6	28
Substance Abuse Prevention/Treatment	N/A	N/A
Child Abuse/Neglect Services	N/A	3
Domestic Violence Services	N/A	1
Child Support Assistance	1	2
Health Education (including prenatal)	23	31
Assistance to Families of Incarcerated Individuals	1	N/A
Parenting Education	46	249
Marriage Education Services	N/A	N/A
Fatherhood	N/A	N/A
Number of Parent Meetings at HS Sites	N/A	N/A
Total Number of Families Receiving Services	115	445
Number of Homeless Families Served	2	33
Percentage of Families that we provided services for	183%	123%

Source: PROMIS

***(D) The results of the most recent review by the Secretary and the financial audit.***

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All Head Start programs undergo an on-site review every three years to see how well the program is complying with the Federal Head Start Performance Standards and other regulations.

Region 14 Education Service Center Head Start/Early Head Start's last on-site review was February 3-8, 201; conducted by the Administration for Children and Families.

Based on the information gathered on the onsite review and desk top review, it was established that the Head Start and Early Head Start Programs were in compliance.

*(E) The percentage of enrolled children that received medical and dental exams.*

**Student Receiving Medical & Dental Services**

	Medical	Percentage	Dental	Percentage
Early Head Start	63	100%	62	98%
Head Start	325	90%	300	83%

Source: PROMIS

**Children having Primary Health Coverage**

	CHIP	Medicaid	Private	Other	None
Early Head Start	0	59	4	1	0
Head Start	11	327	11	0	26

Source: PROMIS

*(F) Information about parent involvement activities.*

**Volunteer Information**

	Total Number of Volunteers	Volunteers who are Former/ Current Parents
Early Head Start	11	6
Head Start	178	125

Source: PROMIS

Volunteer Activities: In the Classroom, Mealtime, Field Trips, Enrollment & Recruiting, Socials & Outings, Start a Parent Exercise or Walk Club



### Parent Engagement Opportunities

<b>Activity</b>	<b>Details</b>
Opportunity to develop partnership agreement and family goals	Offered to all enrolled families
Health Advisory Committee	Parent representatives attend meetings twice a year that include community agencies
Policy Council Meetings	Parent representatives from each site attend monthly Policy Council meetings
Self-Assessment	Parents participate in program Self-Assessment activities, including completing site health and safety checklist and parent satisfaction survey
Volunteer Opportunities	Parents are invited and trained to be volunteers in the program services.
Male Involvement	Father Hood – Sites offer male involvement activities
Socializations for Home Base Program	Each month parents have an opportunity to participate in socialization activities
Language Facilitator	Language Facilitator positions are available to parents, giving them an opportunity to work in the classroom up to 16 hours per month. These parents will be trained by ESC Head Start Staff
Parent Trainings	Parents are offered training opportunities based on parent request and federal performance standards topics, such as: <ul style="list-style-type: none"> <li>• Pedestrian Safety</li> <li>• Emergency Preparedness/Fire Safety</li> <li>• Nutrition – food prep, meal planning</li> <li>• Mental Health: child and family</li> <li>• Parenting Skills</li> <li>• Child Development</li> <li>• Child Abuse/Neglect</li> <li>• Behavior Management</li> <li>• Financial Literacy</li> <li>• Parent Building Blocks</li> </ul>
Home Visit/Conferences	Staff conducts two educational home visits and two parent/teacher conferences each program year to discuss child's developmental progress and set new learning goals.
Seasonal/Yearly Activities	*Fall Festivals *Celebration Day



*(G) The agency's efforts to prepare children for kindergarten.*

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**STEPS for Children Transitioning to Kindergarten  
(Final Parent/Teacher Conference)**

1. Look at the *Parent Transition Interview* form and consider what steps you will need to do for each child.
2. Schedule the final parent/teacher conference.
3. Items needed at the final parent teacher conference:
  - ✓ The *Second Required Parent/Teacher at School Conference* form
  - ✓ *Parent Transition Interview* form
  - ✓ From GOLD, the *Individual Child Report*
  - ✓ The *What About Kindergarten* flyer
4. At the conference: Complete the forms and discuss the *Individual Child Report* and the *What About Kindergarten* flyer. Using the flyer as a starting point, let the family know about specific items that are expected by the school and teachers for Kindergarten. Give the flyer to the parent.
5. Following the conference make: 1 copy of the completed *Second Required Parent/Teacher at School Conference* form; 1 copy of the completed *Parent Transition Interview*, and 2 copies of the *Individual Child Report*. Place the original in the child's file.
6. Put a copy of the *Parent Transition Interview* and the *Individual Child Report* in the transition envelope that will be provided by Region 14. Give the envelope to the parent with the instructions to hand it to the next year's teacher.
7. Give a copy of the *Second Required Parent/Teacher at School Conference* form and the *Individual Child Report* to the parent for their information.
8. OPTIONAL: Your school may want you to make another copy of the *Individual Child Report* to place in the child's school permanent folder.





**Visit the school** with your child so your child can become familiar with it, and it won't seem scary. Walk up and down the hallways to learn where things are.

**Talk with your child about school.**

During your visit, make positive comments about the school--your attitude will rub off! Tell the child about what they do when classes begin. Talk about the teachers, and how they will help your child learn new things. Encourage your child to look at the teacher as a wise friend toward whom children should be courteous. Take your child by the classroom to visit the teacher. You can do this during the preparation days right before school begins. Explain to your child how important it is to go to school every day.

If possible, **consider volunteering to help out in the school.** The staff will appreciate having an extra adult to help do everything from passing out paper and pencils in the classroom to supervising on the playground or in the lunchroom. Volunteering is a good way to learn more about the school and to meet its staff and other parents.

When the **first day of kindergarten arrives**, go to school with your child (but don't stay long). And, be patient. Many young children are overwhelmed at first, because they are facing a new situation. They may not immediately like school. Your child may cry or cling to you when you say good-bye each morning, but with support from you and the teacher, this can rapidly change.

# What About Kindergarten

As the first day of Kindergarten approaches, you will want to do extra things to make the school seem a friendlier place for both you and your child. You will want to learn:

- ❖ The principal's name;
- ❖ The kindergarten teacher's name;
- ❖ When to register for kindergarten and what forms need to be filled out;
- ❖ What immunizations are required before the first day of school;
- ❖ A description of the kindergarten program;
- ❖ The kindergarten yearly calendar and daily schedule;
- ❖ Transportation procedures;
- ❖ Food service arrangements;
- ❖ How you can become involved in your child's education and in the school.



## Good Health and Physical Well-Being

**My child:**

- ❖ Eats a balanced diet.
- ❖ Receives regular medical and dental care and has had all the necessary immunizations.
- ❖ Gets plenty of rest.
- ❖ Runs, jumps, plays outdoors, and does other activities that help develop large muscles and provide exercise.
- ❖ Works puzzles, scribbles, colors, paints, and does other activities that help develop small muscles.

## Social and Emotional Preparation

**My child:**

- ❖ Is learning to be confident enough to explore and try new things.
- ❖ Is learning to work well alone and to do many tasks for himself.
- ❖ Has opportunities to be with other children and is learning to cooperate with them.
- ❖ Is curious and motivated to learn.
- ❖ Is learning to finish tasks
- ❖ Is learning to use self-control
- ❖ Can follow simple instructions.
- ❖ Helps with family chores.

## Language and General Knowledge

**My child:**

- ❖ Has many opportunities to play as well as get firsthand experiences--using the 5 senses.
- ❖ Is read to every day and has access to books.
- ❖ Is learning to write his/her name, to count, and to recognize some colors, shapes, number and letters.
- ❖ Has his/her television viewing monitored by an adult.
- ❖ Encouraged to ask questions and to solve problems, to sort and classify things and to notice similarities and differences (for example looking for all the red cars as you are driving

**School Readiness Goals / Child Outcomes**  
**Early Head Start School Readiness Goals**

➤ **Physical Well-being and Health:**

- Children will identify and practice healthy habits.
- Children will develop fine and gross motor skills.

➤ **Social and Emotional Development:**

- Children will learn to regulate their own emotions and behavior.
- Children will learn how to establish relationships, participate cooperatively and constructively in group situations.

➤ **Language and Literacy:**

- Children will respond to rhyming and alliteration in songs, poetry and books and observe letters in environmental print.
- Children will respond to books and other texts.
- Children will listen to and understand increasingly complex language, use language to express thoughts and needs in order to communicate and converse.
- Second language learners will demonstrate progress in listening to, understanding and speaking English.

➤ **Cognition and General Knowledge:**

- Children will develop mathematical knowledge using number concepts and operations, will explore spatial relationships and shapes, and will compare, measure and pattern.
- Children will develop knowledge in content areas including science and social studies.

➤ **Approaches to Learning:**

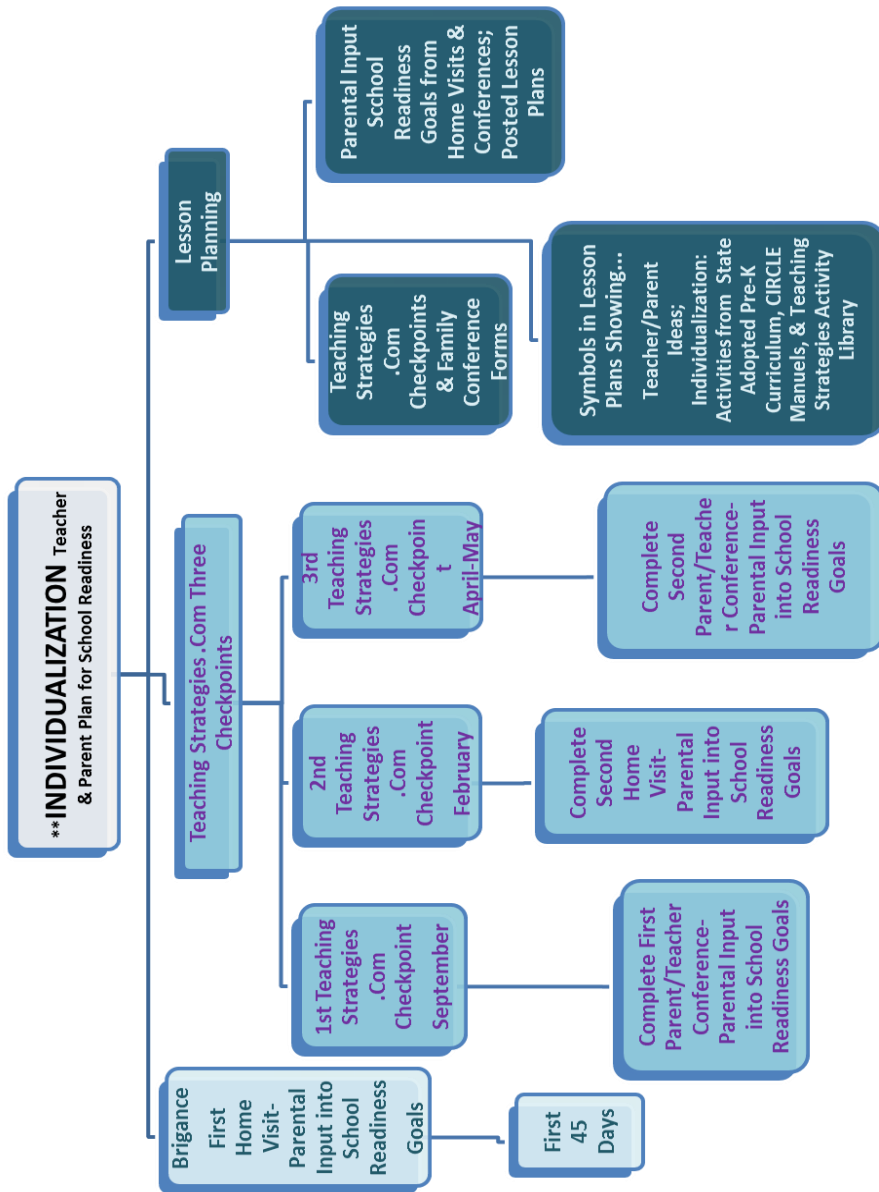
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- Children will demonstrate positive approaches to learning through persistence, problem solving, and curiosity.

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  - Children will develop fine and gross motor skills.
- **Social and Emotional Development:**
  - Children will learn to regulate their own emotions and behavior.
  - Children will learn how to establish relationships, participate cooperatively and constructively in group situations.
- **Language and Literacy:**
  - Children will demonstrate phonological awareness, knowledge of the alphabet, knowledge of print and its uses, and demonstrate emergent writing skills.
  - Children will respond to books and other texts with comprehension.
  - Children will listen to and understand increasingly complex language, use language to express thoughts and needs in order to communicate and converse.
  - Second language learners will demonstrate progress in listening to, understanding and speaking English.
- **Cognition and General Knowledge:**
  - Children will develop mathematical knowledge using number concepts and operations, will explore spatial relationships and shapes, and will compare, measure and pattern.
  - Children will develop knowledge in content areas including science, social studies and technology.
- **Approaches to Learning:**
  - Children will express themselves creatively through arts, music, dance, movement and drama.
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H) Any other information required by the Secretary

## Head Start Curriculum

***Creative Curriculum for Preschool*** is used in the Head Start classrooms of Region 14 ESC. This program allows for an ongoing assessment and the ability to analyze the results with the cc.net component. Children are assessed on a total of fifty objectives in the four main goal areas of social/emotional, physical, cognitive, and language development.

Teachers can generate reports on individual children as well as class profiles. Creative Curriculum has been aligned with the Texas pre-school guidelines and meshes well with the state adopted curriculum chosen by an ISD.

<b>Sites</b>	<b>Assessment Tool</b>	<b>Curriculum</b>
Albany	Teaching Strategies GOLD	Frog Street Press
Anson	Teaching Strategies GOLD	Frog Street Press
Breckenridge	Teaching Strategies GOLD	Frog Street Press
Colorado City	Teaching Strategies GOLD	Scholastic
Hamlin	Teaching Strategies GOLD	Frog Street Press
Haskell	Teaching Strategies GOLD	Frog Street Press
Merkel	Teaching Strategies GOLD	OWL
Rotan	Teaching Strategies GOLD	Frog Street Press
Stamford	Teaching Strategies GOLD	Frog Street Press
Sweetwater	Teaching Strategies GOLD	Frog Street Press
Sweetwater EHS	Teaching Strategies GOLD	Creative Curriculum

# Region 14 Education Service Center

## Head Start & Early Head Start

Proudly

“Giving Children a  
Head Start on Life”

