

# 2014 - 2015 Early Head Start Annual Report



## Early Learning & Family Support Programs

A Division of Community Link, Inc.



John Huelskamp - Executive Director

Laurie Hemker - First Step Director

Community Link initiated the first home-based infant stimulation program in Southern Illinois. This program has grown over the years into First Step Early Learning and Family Support Programs. First Step is dedicated to providing exceptional family centered services to families who have children up to the age of three. Early Head Start is a federally funded, home-based program for low-income pregnant women and families with children three years and younger in Clinton and Washington Counties who are homeless, receiving TANF or SSI, in foster care, or if the family's income is at or below the Federal Poverty level. Priority for enrollment is based on risk factors including children with disabilities. The program is funded to serve 54 children/ pregnant women residing in Clinton and Washington Counties.

The program uses the Parents as Teachers model, which is research based and nationally regarded. We offer families a sense of belonging, other support services, and a chance to be involved in activities to help the whole family. A number of programs are provided to the children and families we serve, including Early Intervention Services, Infant Mental Health Services, Prevention Services, and Children's Waver Program. In addition, First Step Early Head Start provides services for prenatal education, parenting education and support, child development services, play groups, family activities, medical linkages, linkages to community resources, transitions, and limited transportation.

The goal of the Early Head Start Program is to assist families to promote healthy prenatal outcomes for pregnant women, enhance the development of very young children, promote healthy family functioning, and provide opportunities for parents to have a voice in shared governance.

#### **Mission Statement**

To challenge, teach, and inspire both participants and community, linking them in ways that enhance their lives.

#### **Core Values**

Respect- Honoring the value, autonomy, and contributions of everyone

Commitment- Excellence through passion

Making a Difference- Enhancing the lives of others

#### **Moto**

Disability to Possibility

#### **Vision**

The vision of Community Link is to see people with developmental disabilities and other difficulties, live and participate in a community that values their presence and contributions.



# **Policy Council Members 2015 - 2016**

## **Officers**

**Bonita Phillips** - Chairperson (Parent)  
**Elizabeth Grigsby** - Vice Chairperson (Parent)  
**Tammy Finke** - Secretary/Treasurer (Parent)

## **Parent Representatives**

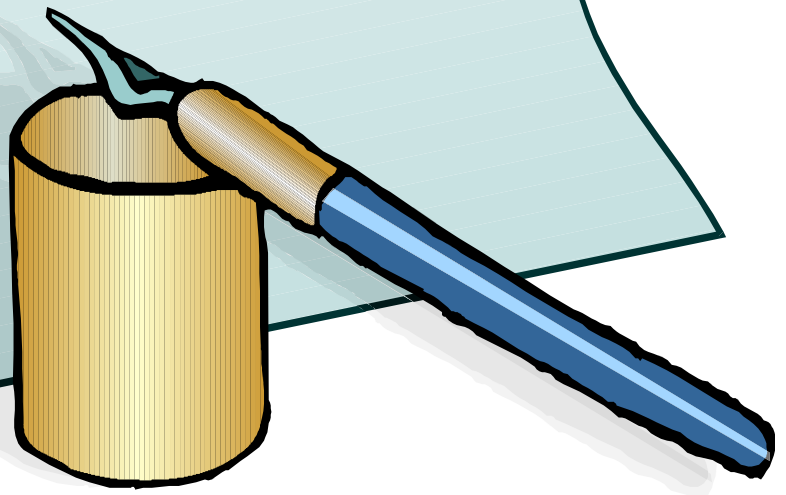
**Stephanie Bowen**  
**Deborah Coultas-Simmons**  
**Nickole Williams**

## **Community Representatives**

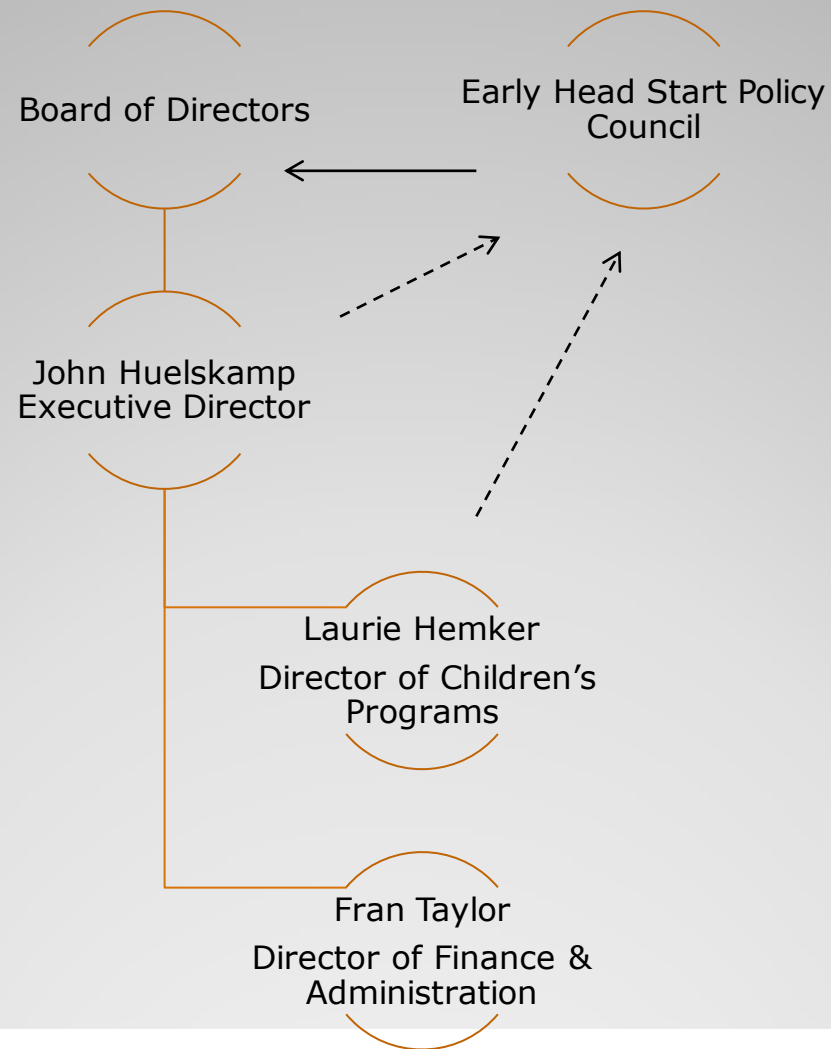
**Cindy Auld**  
**Amy Becker**  
**Erica Downen**  
**Kris Tebbe**  
**Josh Wolford**

## **Community Volunteers**

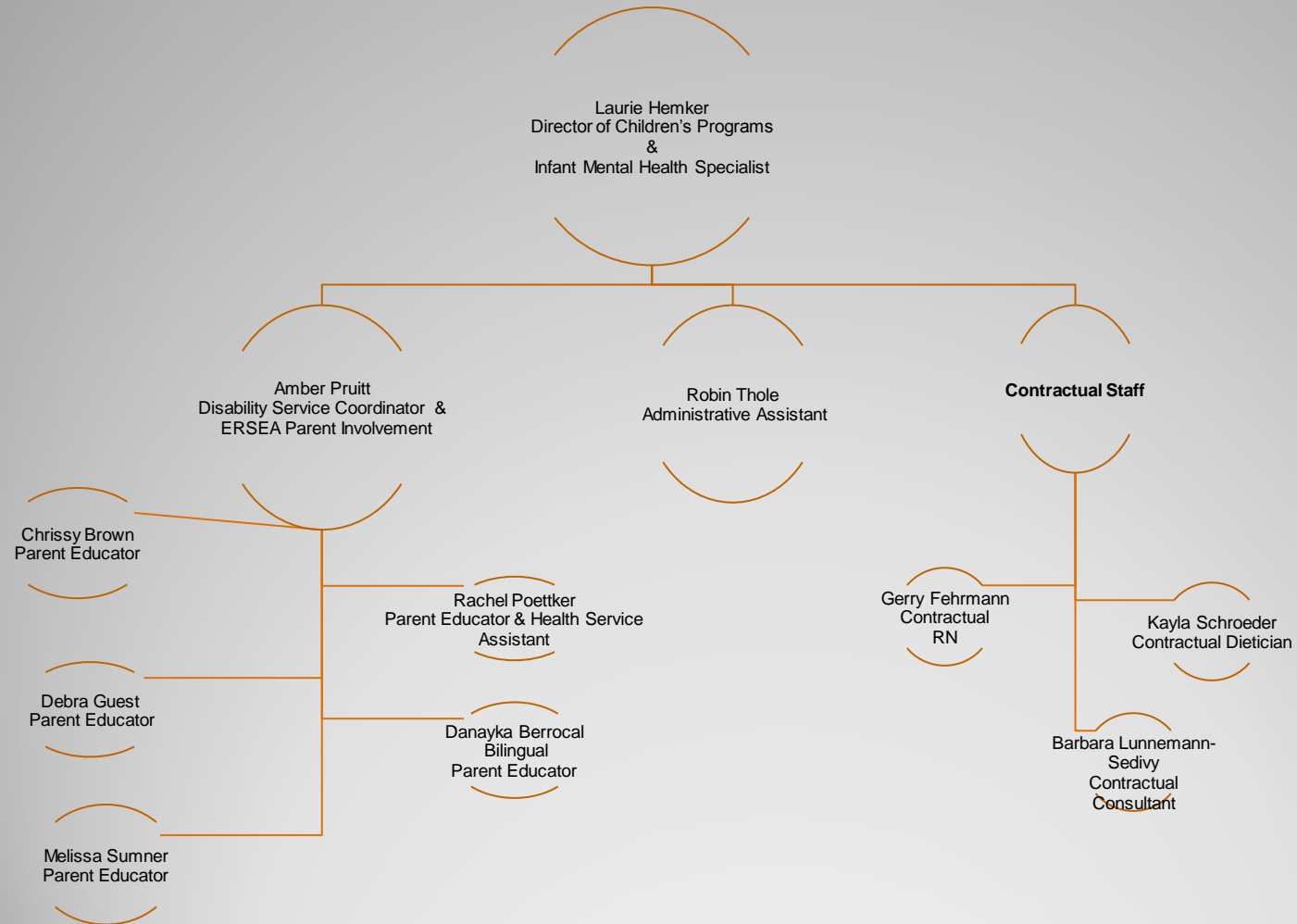
**Ricky Johnson**  
**Richard Kuiken**



# Administration



# First Step Early Head Start Programs



**Early Head Start  
Funding Year 2014/2015**

**Revenues**

<b>Funding Sources</b>	<b>Funding Category</b>	<b>Amount</b>
ACF Regional Office Health & Human Services (HHS)	Cost for Program Operations	\$347,941
ACF Regional Office Health & Human Services (HHS)	Cost for Training & Technical Assistance	\$8,587
Community	Non-Federal Share	\$89,132
<b>Total (includes *Non-Federal Share)</b>		<b>\$445,660</b>

**Expenditures**

Personnel/Salaries	\$240,333
Fringe Benefits	\$65,089
Staff Training	\$ 8,587
Supplies	\$ 9,309
Other**	\$122,342
<b>Total (includes *Non-Federal Share)</b>	<b>\$445,660</b>

\*Non-Federal Share Defined

Non-Federal Share represents the reasonable and necessary costs of a Head Start program that are generated from a non-federal source. Non-Federal share is the community's contribution to the local Head Start program

\*\*Other includes rent, utilities, insurance, maintenance, mileage, in kind and administrative costs



## Rationalization of Data

- The Early Head Start Program has changed their program year from August 1st - July 31st to now begin on May 1st and end on April 30th. This will allow the program year and the funding year to coincide.
- All services to families data listed in this report are based on the 2015 Program Information Report.



## External Reviews

- Community Link's independent auditor's report on internal control over financial reporting, compliance, and other matters based on an audit of financial statements performed in accordance with Government Auditing Standards was conducted by Glass & Schuffett, Ltd. for the fiscal year ending on June 30, 2014.
- There were no findings disclosed that are required to be reported in accordance with Circular A-133, Section .510 (a).
- On January 13, 2015, the Administration for Children and Families conducted an Environmental Health and Safety review event for the Early Head Start program. Based on the information gathered, there were no areas of noncompliance found during the course of the review. No corrective action is required at this time.



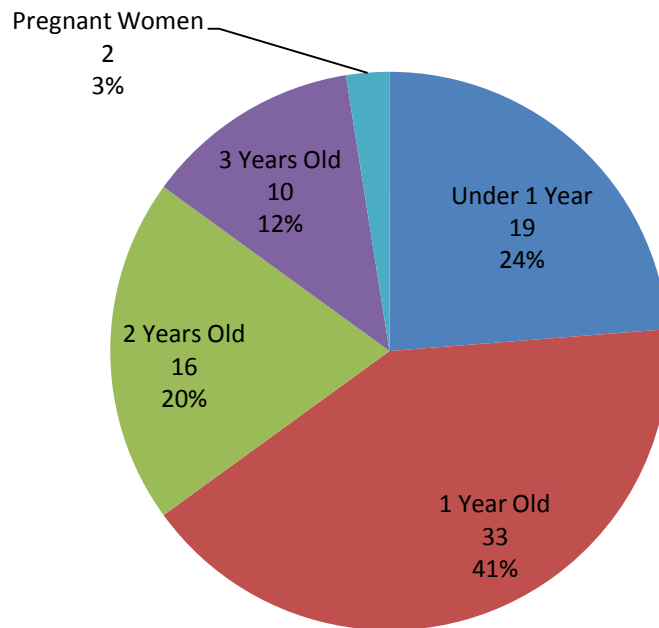
## ChildPlus User Group Meeting

- Robin Thole and Amber Pruitt facilitated the first Illinois' ChildPlus User Group Meeting on March 17-18, 2015. Over thirty people participated in the two day collaborative event at Case-Halstead Library in Carlyle, Illinois. A ChildPlus Representative was present through a web conference on the second day to answer questions and share updates from ChildPlus.
- The next ChildPlus User Group Meeting is tentatively scheduled for October 2015.

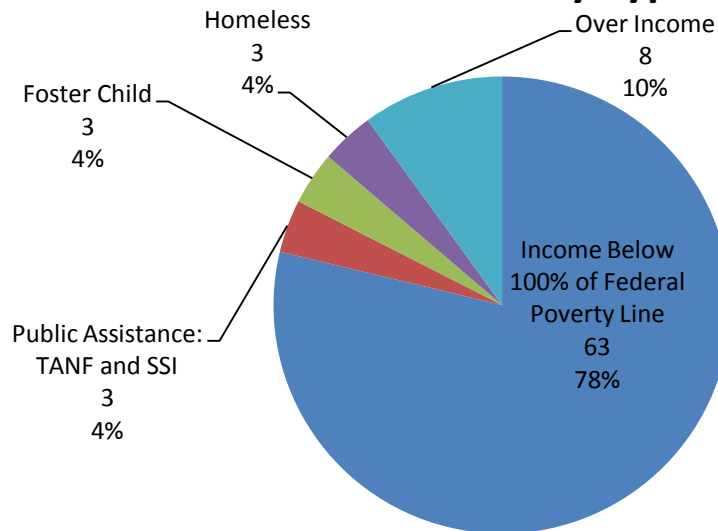
# Services to Families

\*Program Year 2014-2015 Enrollment Status from PIR\*

## Cumulative Enrollment by Age



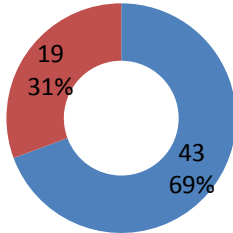
## Cumulative Enrollment by Type of Eligibility





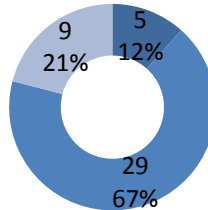
## Number of Families

- 2 Parent Families
- 1 Parent Families



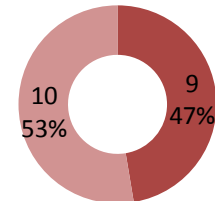
## Two Parent Families

- Both Employed
- One Employed
- Both Not Working: Unemployed, Retired, Disabled

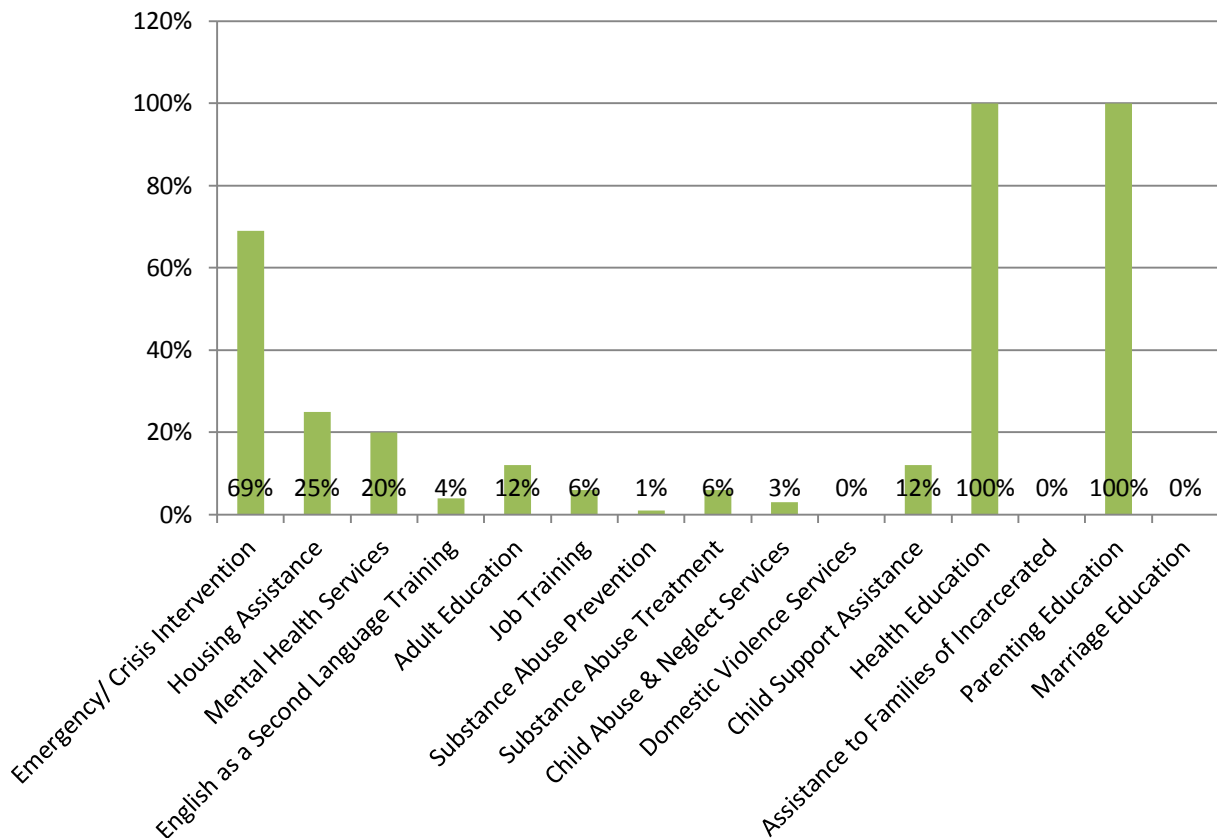


## One Parent Families

- Employed
- Not Working: Unemployed, Retired, Disabled

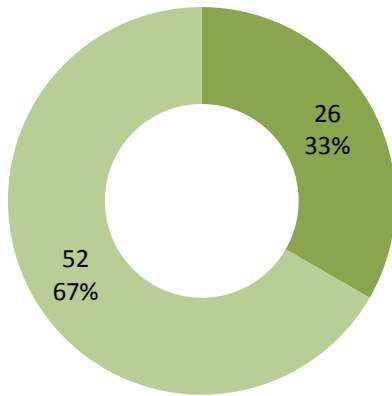


## The Number of Families Who Received Services



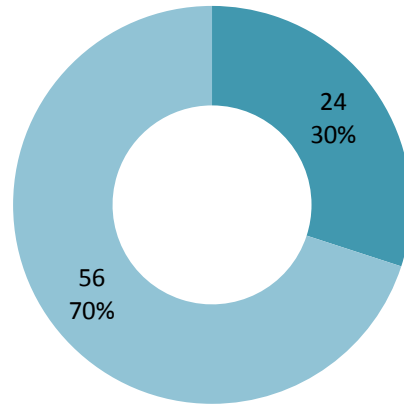
## Disability Services

- Children with IFSP
- Children without IFSP



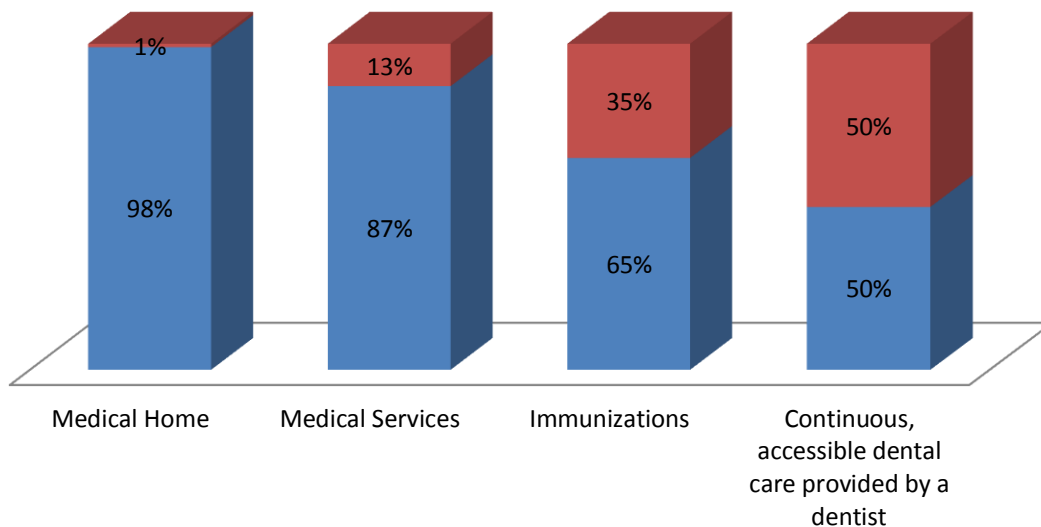
## Mental Health Services

- Pregnant Moms & Children Who Were Served By IMH Specialist
- Pregnant Moms & Children Who Were Not Served By IMH Specialist

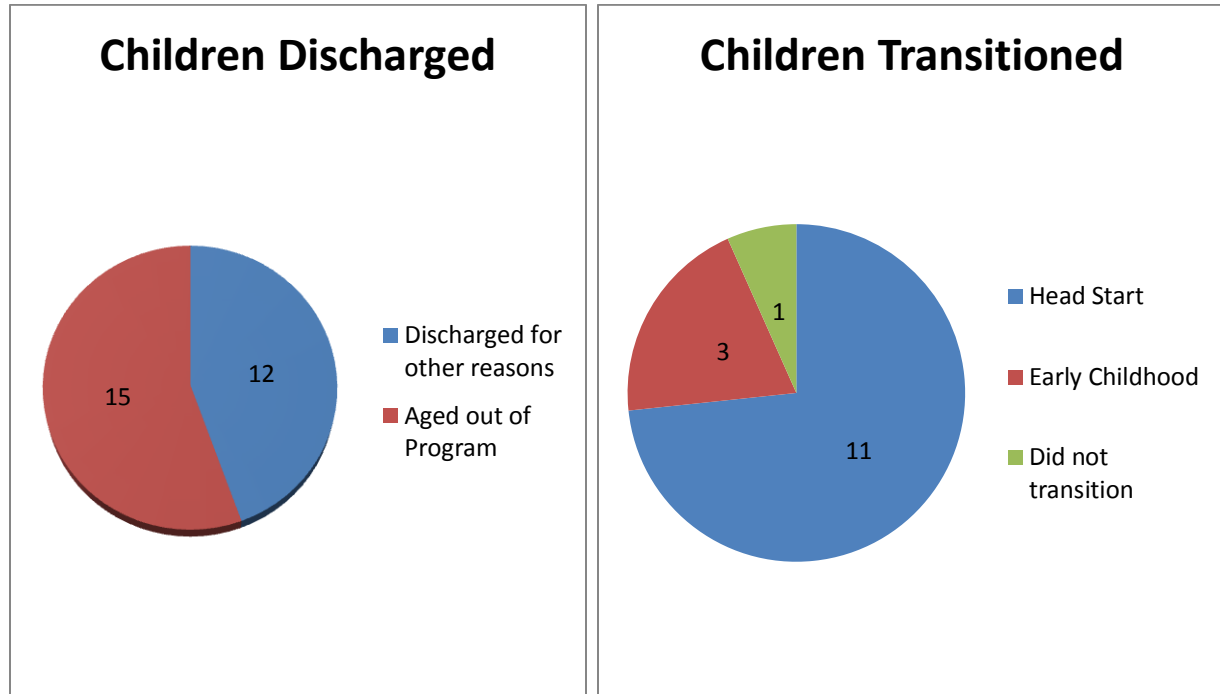


## Health Measures- Children

- Have
- Do Not Have



# Transitions



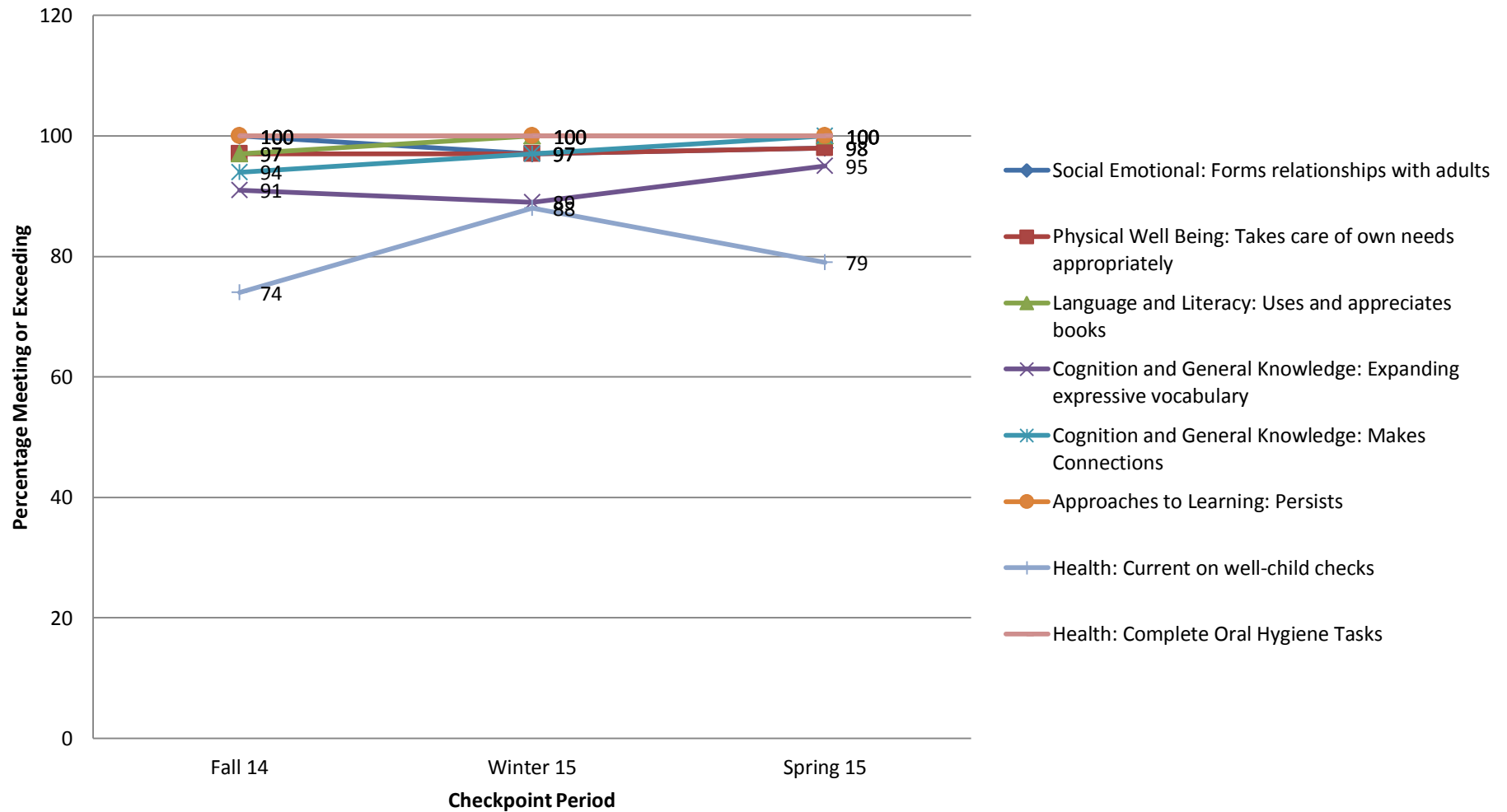
The Early Head Start Program has a formal transition process with BCMW Head Start in an attempt to assist in the transition of children from Early Head Start to Head Start. Along with this, the program also has formal agreements with eleven local schools and the local special education district.

# Child Outcomes & School Readiness

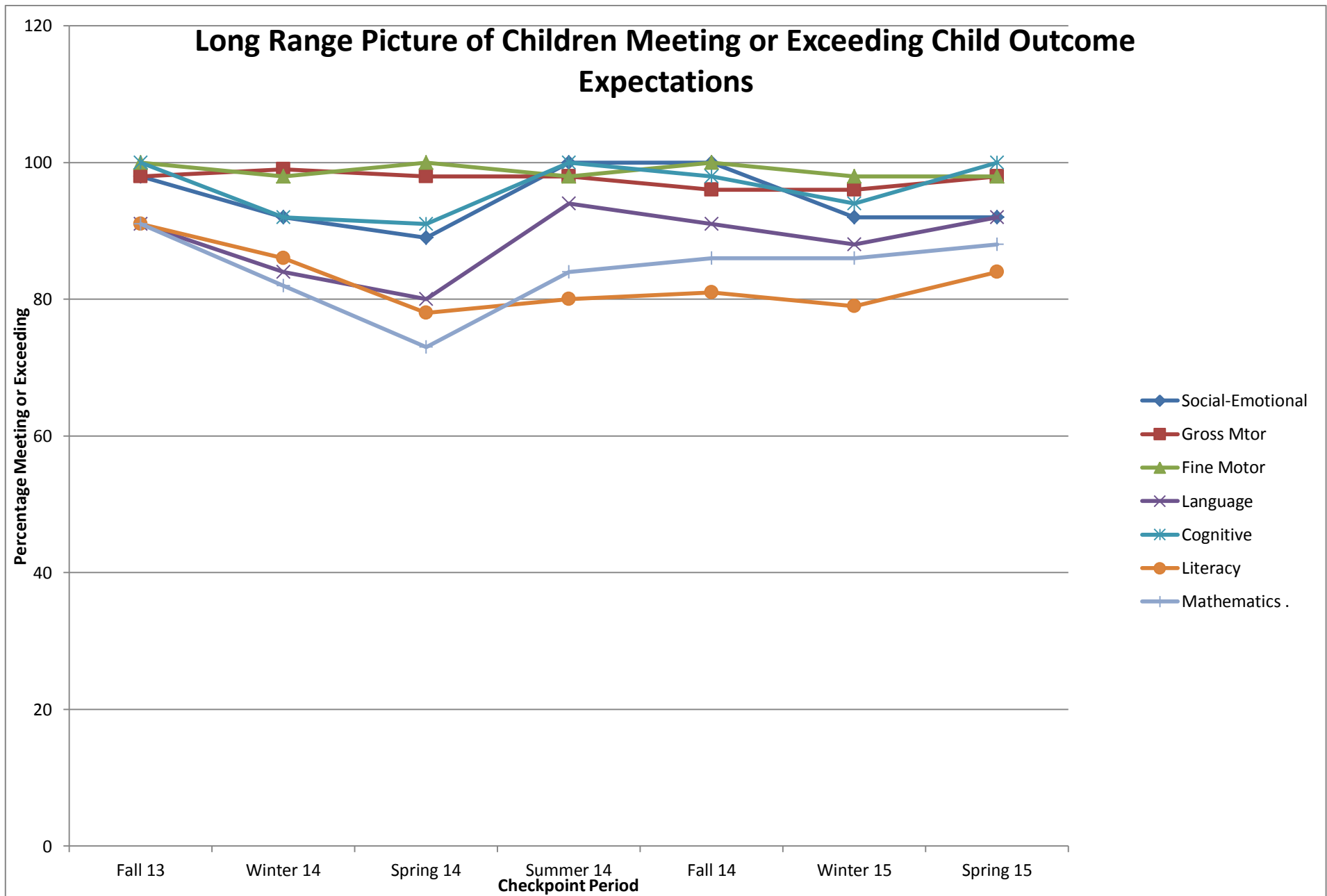
The Office of Head Start defines school readiness as "children possessing the skills, knowledge, and attitudes necessary for success in school and for later learning and life." The Head Start Approach to School Readiness focuses on creating opportunities for children to develop in all areas to ensure the child is ready for school. The essential areas, or domains, for healthy development include social and emotional, physical, language, cognitive, literacy, mathematics, and health. First Step's set of School Readiness Goals is used to guide the curriculum in all stages, from planning, to implementation, to assessment, to tracking progress. First Step uses Parents as Teachers, which is a researched based curriculum approved for the home visiting model. To track child outcomes and school readiness, Early Head Start uses Teaching Strategies GOLD. The School Readiness Goals are developed with input from the Early Head Start Parent Educators, Parents, and Policy Council and are reviewed quarterly and revised as needed on a yearly basis.

Domain	Goals
Social & Emotional Development	<ul style="list-style-type: none"> <li>▪ Infant will exhibit separation anxiety.</li> <li>▪ Infant will exhibit stranger anxiety.</li> <li>▪ Infant will initiate and maintain interactions with caregivers.</li> <li>▪ Toddler will use adults as a secure base when exploring the environment.</li> <li>▪ Toddler will show an emotional connection with familiar adults other than primary caregiver.</li> <li>▪ Toddler will separate with assistance from attachment figure with minimal anxiety.</li> </ul>
Physical Well Being & Motor Development	<ul style="list-style-type: none"> <li>▪ Infant will signal to indicate need.</li> <li>▪ Infant will start to develop self-soothing skills.</li> <li>▪ Toddler will start to indicate needs with gestures or a word.</li> <li>▪ Toddler will assist in dressing and undressing.</li> </ul>
Language & Literacy	<ul style="list-style-type: none"> <li>▪ Infant will use multiple senses to explore books.</li> <li>▪ Infant will initiate literacy activities.</li> <li>▪ Toddler will identify favorite book.</li> <li>▪ Toddler will turn the pages of a board book one by one.</li> <li>▪ Toddler will participate in early literacy activities.</li> </ul>
Cognitive & General Knowledge	<ul style="list-style-type: none"> <li>▪ Infant will use nonverbal and verbal communication to generate responses from caregivers.</li> <li>▪ Toddler will begin to understand certain behaviors are related to certain contexts.</li> <li>▪ Toddler will make a prediction of what will happen next in a sequence.</li> </ul>
Approaches to Learning	<ul style="list-style-type: none"> <li>▪ Infant will repeat interesting actions over and over.</li> <li>▪ Toddler repeat experiences he or she enjoys.</li> <li>▪ Toddler will attempt to try a difficult activity for an increasing amount of time.</li> <li>▪ Toddler will practice an activity many times in order to master it, even if setbacks occur.</li> </ul>
Health	<ul style="list-style-type: none"> <li>▪ Infant will attend six well baby checks within their first year of life according to the appropriate well check schedule.</li> <li>▪ Toddler will attend three well baby checks in their second year of life according to the appropriate schedule.</li> <li>▪ Toddler will attend at least one dental exam between their second and third birthdays.</li> <li>▪ Toddler will demonstrate an understanding of healthy tooth brushing habits.</li> </ul>

## Long Range Vision of Children Meeting or Exceeding School Readiness Goals



The area of greatest difficulty across all ages and throughout the program year is that of cognition and general knowledge, specifically using an expanding and expressive vocabulary.



Children enrolled in Early Head Start have done well in the Fine Motor, Cognitive and Social-Emotional domains. They have routinely shown difficulty in the Literacy and Mathematics domain.

## Parent Involvement and Community Partnerships

First Step Early Head Start is centered on the family and offer families a sense of belonging, support services, and the chance to be involved in activities to help the whole family. Parent involvement is promoted through Family Play Groups, Policy Council, Parent Committees, community classes and field trips. Early Head Start parents, children, and staff come together at least two times per month for ninety minute playgroups. First Step's activities, programs, and educational trainings are constantly and consistently being re-evaluated and modified in order to meet the needs and interest of the families.

Parent Training Topics	Parent Involvement Activities	Services Families Received
<p>Happiest Baby &amp; Toddler on the Block Classes</p> <p>Car Seat Safety Checks</p> <p>Nutrition and Health Classes</p> <p>Dental Care</p> <p>Children's Yoga</p> <p>Infant Massage</p> <p>English as a Second Language Class</p> <p>Parent Meeting Topics</p> <ul style="list-style-type: none"> <li>- Tornado Safety</li> <li>- Water Safety</li> <li>- Policy Council Elections</li> </ul> <p>Parent Advocacy Classes</p> <ul style="list-style-type: none"> <li>• What Support Does Your Child Need Over the Summer</li> <li>• Collaboration - Schools and Families Working Together</li> <li>• Effective Communication Tools for Parents and Professionals</li> </ul>	<p>Home Visits</p> <p>Parent Committee Meetings</p> <p>Policy Council Meetings</p> <p>Health Service Advisory Committee</p> <p>Dental Clinics</p> <p>Children's Health Fairs</p> <p>Playgroups</p> <ul style="list-style-type: none"> <li>• Easter</li> <li>• Pool &amp; Splash Pad</li> <li>• Carnival</li> <li>• Dental Care</li> <li>• Hispanic Culture</li> <li>• Payless Shoes</li> <li>• Pumpkin Patch</li> <li>• Halloween</li> <li>• Christmas</li> <li>• Art</li> <li>• Yoga</li> </ul>	<p>Emergency</p> <p>Crisis Assistance</p> <p>Food Assistance</p> <p>Clothing Assistance</p> <p>Housing Assistance</p> <p>Mental Health Services</p> <p>English as a Second Language</p> <p>Adult Education</p> <p>Job Training</p> <p>Substance Abuse Prevention</p> <p>Substance Abuse Treatment</p> <p>Child Abuse and Neglect Services</p> <p>Health Education</p> <p>Parenting Education</p> <p>Child Support Assistance</p>



