

2015 - 2016
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

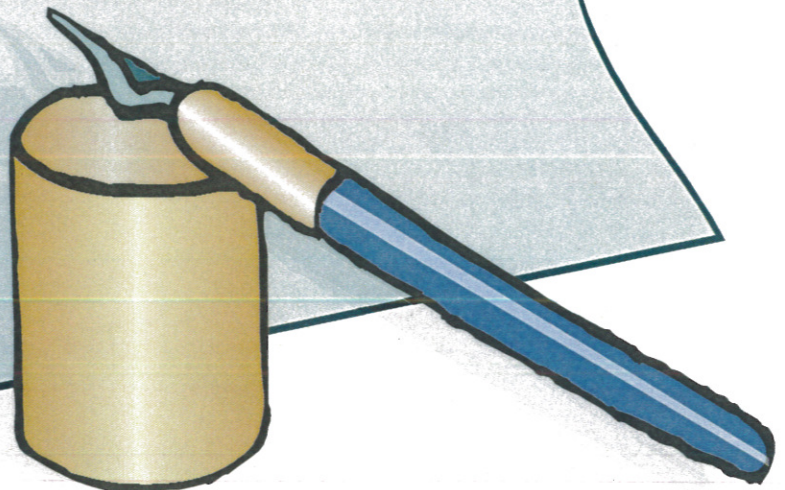
Stephanie Bowen
Deborah Coultas-Simmons
Nickole Williams

Community Representatives

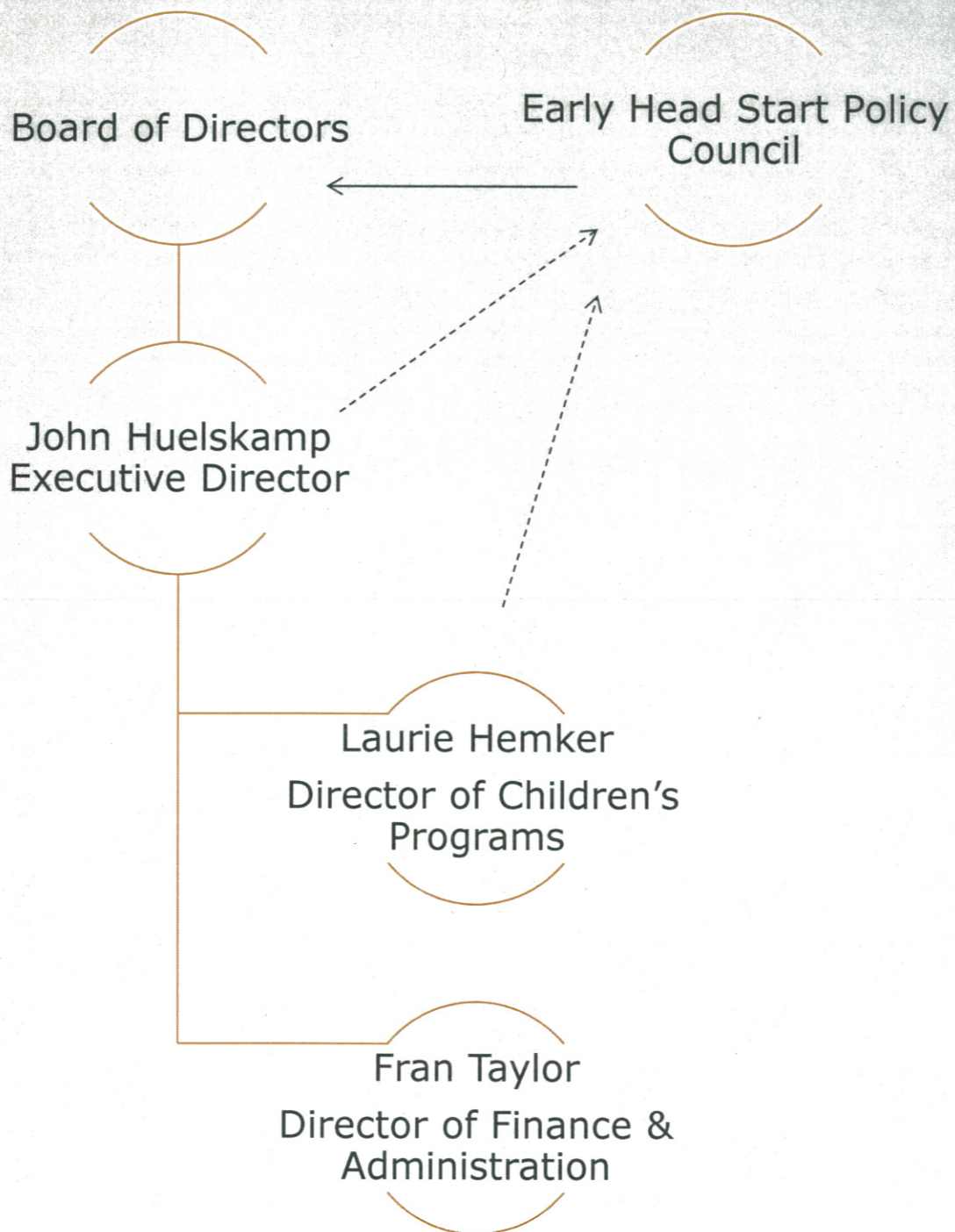
Cindy Auld
Amy Becker
Erica Downen
Kris Tebbe
Josh Wolford

Community Volunteers

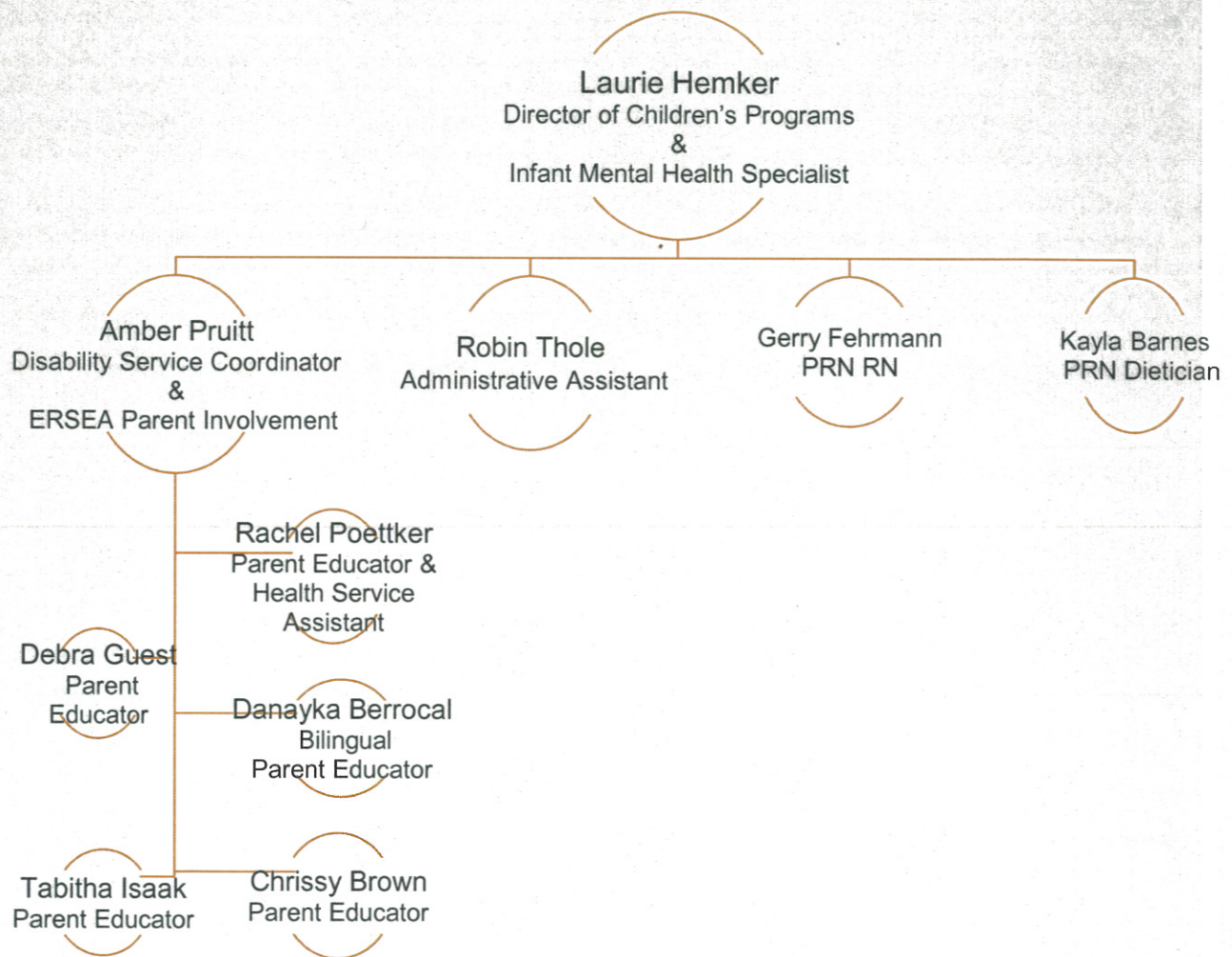
Ricky Johnson
Richard Kuiken



Administration



First Step Early Head Start Programs



**Early Head Start
Funding Year 2015/2016**

Revenues

Funding Sources	Funding Category	Amount
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
Total (includes *Non-Federal Share)		\$445,660

Expenditures

Personnel/Salaries		\$219,008
Fringe Benefits		\$59,955
Staff Training		\$ 8,587
Supplies		\$ 6,891
Other**		\$151,219
Total (includes *Non-Federal Share)		\$445,660

*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 expenditures 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 2016 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, 2015.
 - There were no findings disclosed that are required to be reported in accordance with Circular A-133, Section .510 (a).
- From October 5 - 9, 2015 the Administration for Children and Families conducted a Fiscal/ ERSEA (Eligibility, Recruitment, Selection, Enrollment, and Attendance) 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.



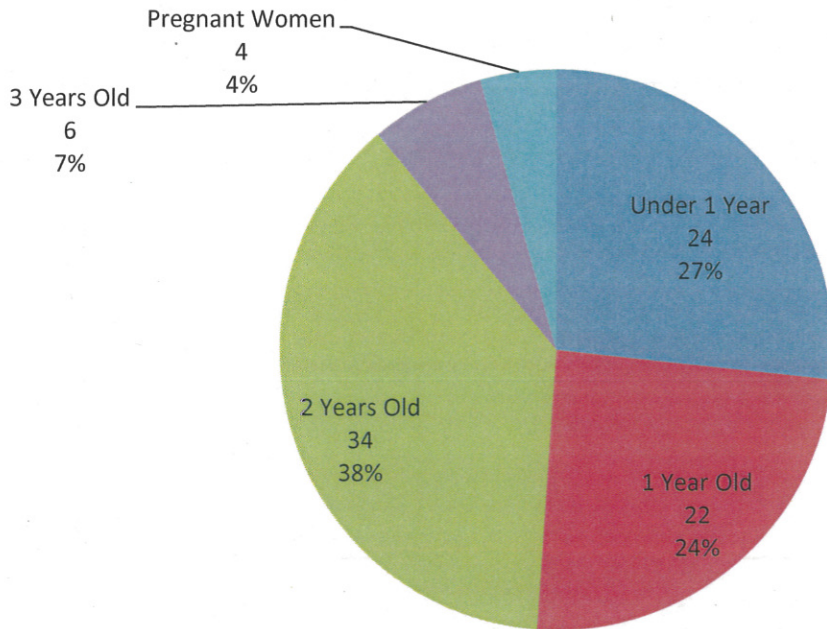
Parent Store is Open for Business

- In an attempt to encourage participation in program activities First Step has opened a parent store full of donated items that enrolled families can purchase with their "Parent Bucks."
- "Bucks" can be earned by attending playgroups, volunteering in program activities, engaging in home visits, referring families to the program, etc.
- Items included in the parent store are car seats, toiletries, gift cards, small furniture items, diapers, wipes, games, hardware items, pillows, blankets, and much more!

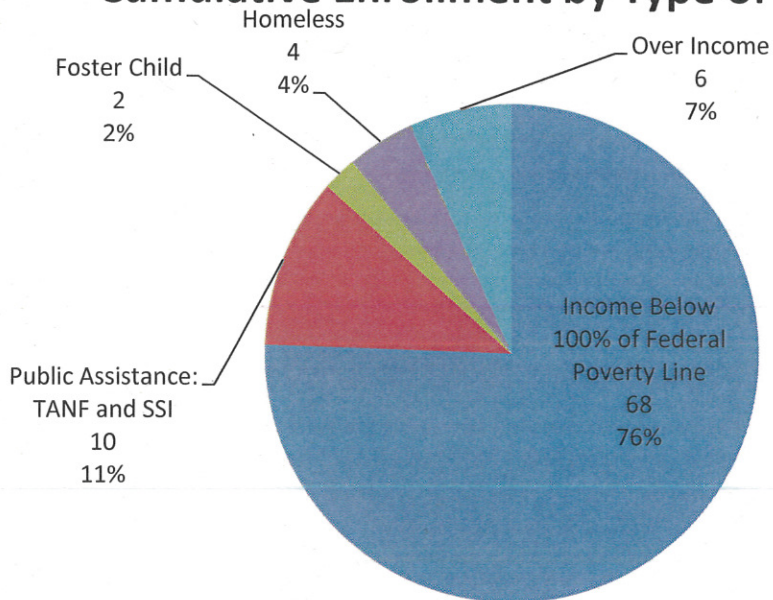
Services to Families

Program Year 2015-2016 Enrollment Status from PIR

Cumulative Enrollment by Age

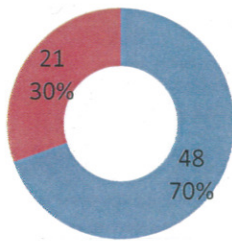


Cumulative Enrollment by Type of Eligibility



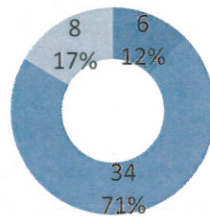
Number of Families

- 2 Parent Families
- 1 Parent Families



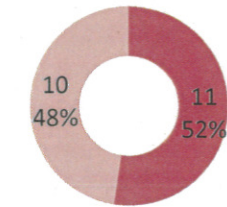
Two Parent Families

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

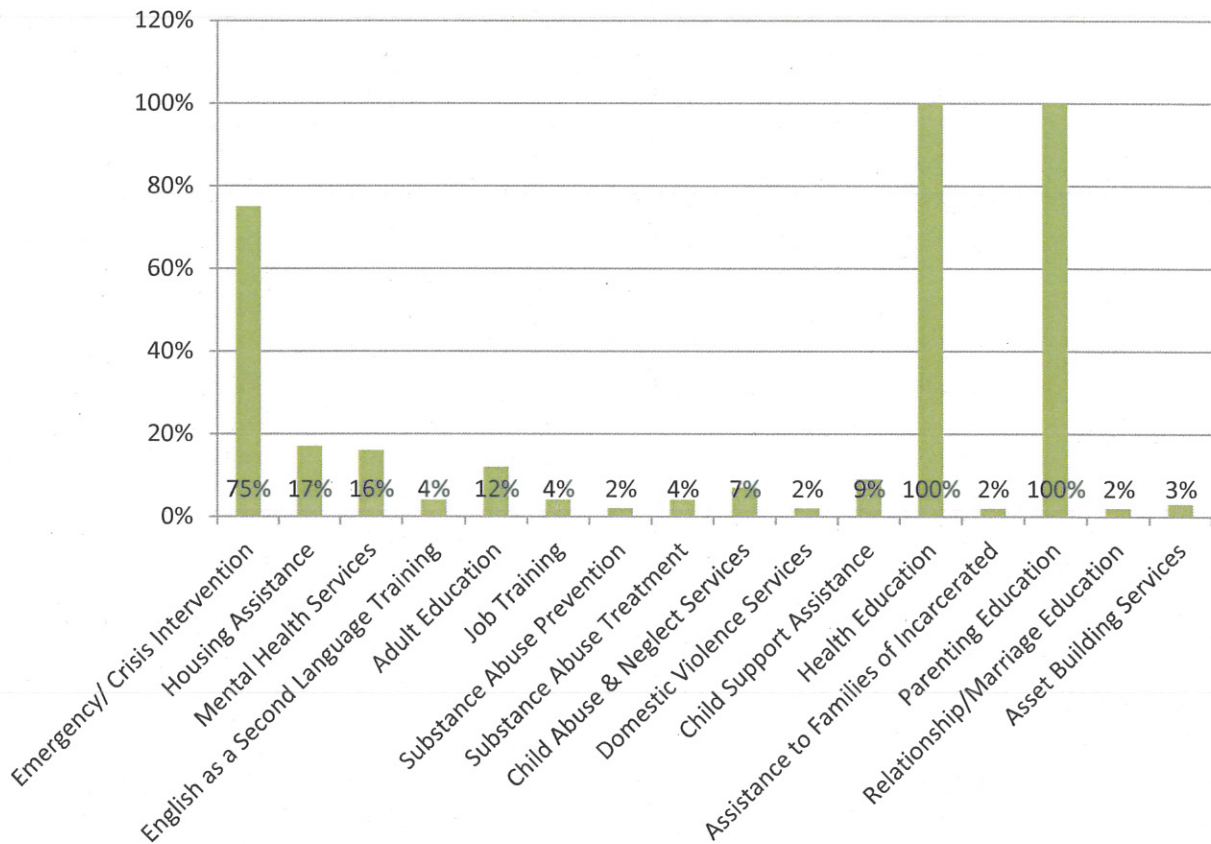


One Parent Families

- Employed
- Not Working: Unemployed, Retired, Disabled

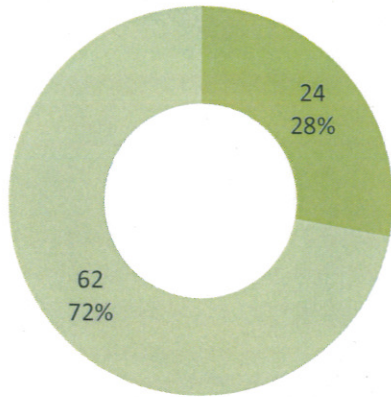


The Number of Families Who Received Services



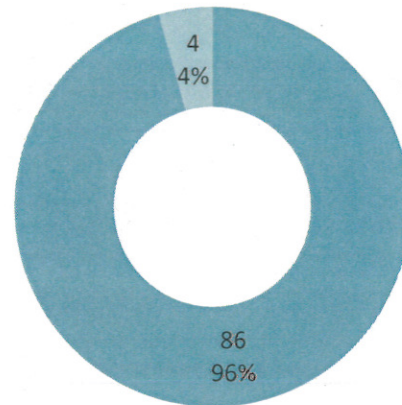
Disability Services

- Children with IFSP
- Children without IFSP



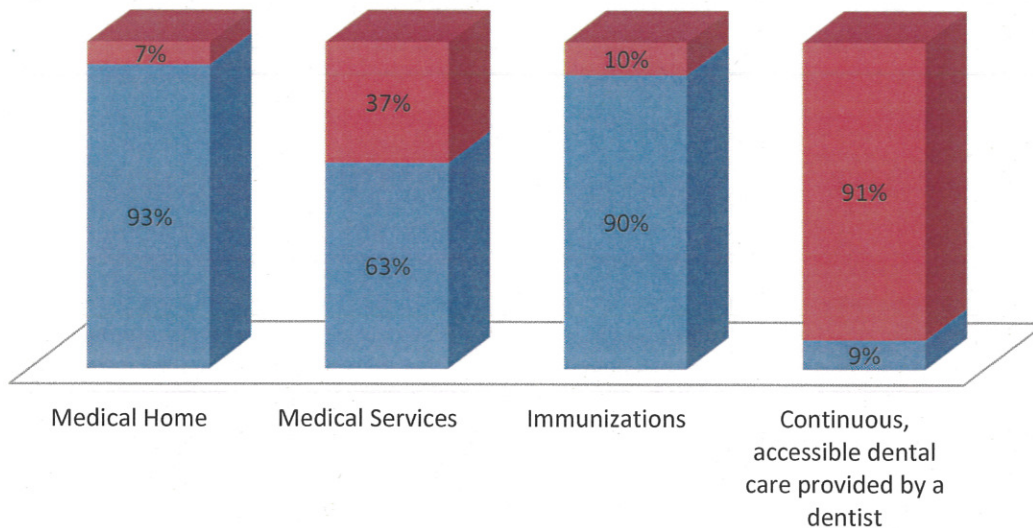
Mental Health Services

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

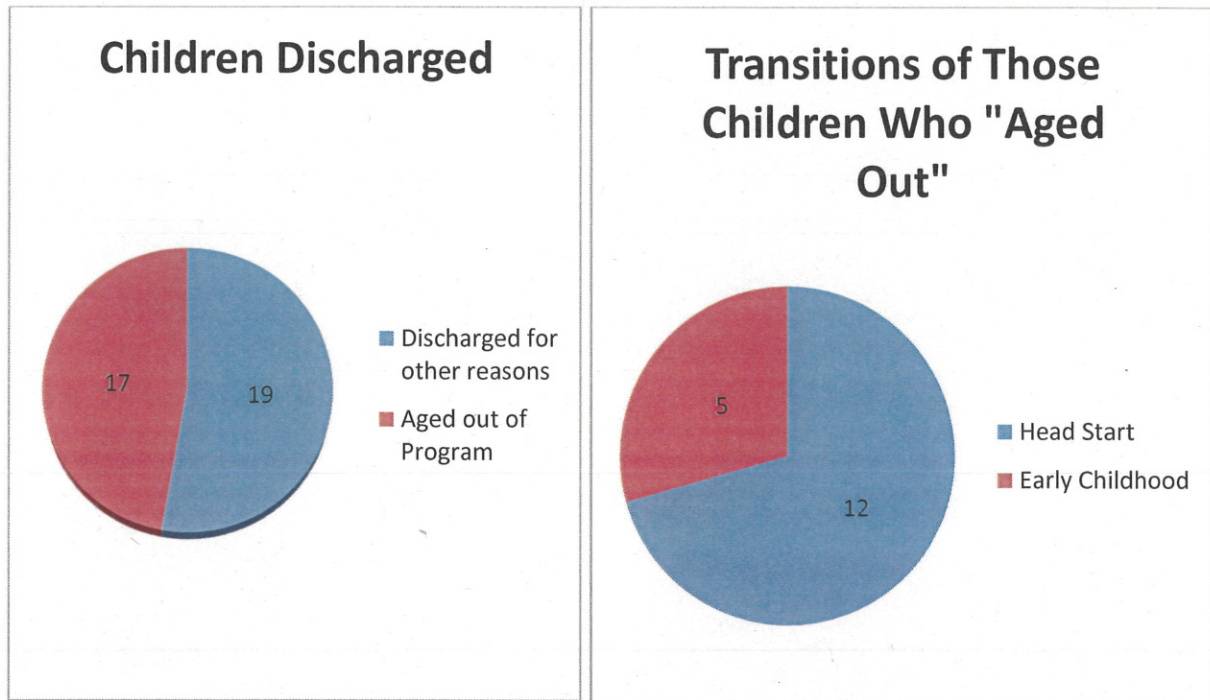


Health Measures- Children

- Have
- Do Not Have



Transitions



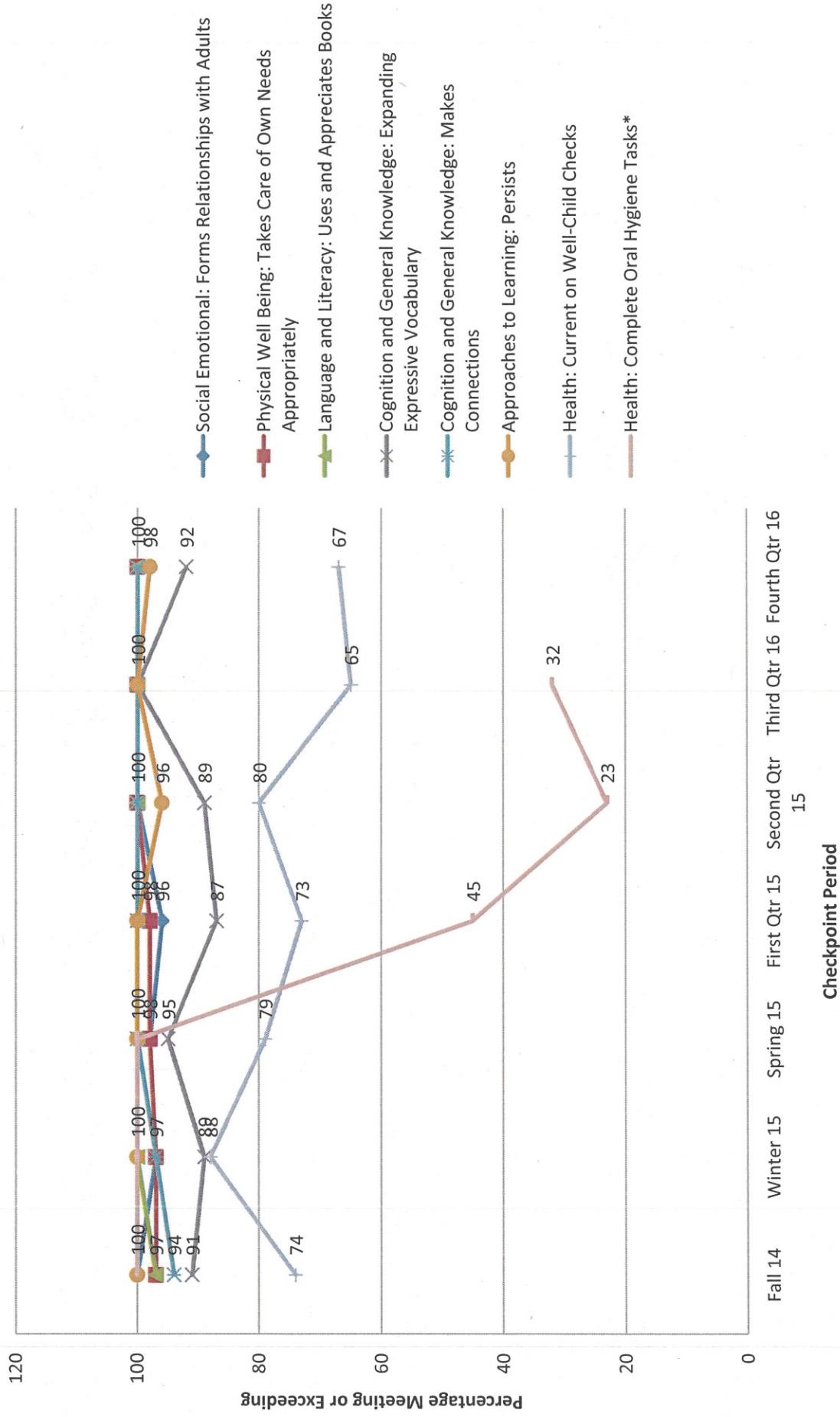
The Early Head Start Program has a formal transition process with BCMW Head Start in an attempt to assist in the transition of children from Early Head Start to Head Start. Along with this, the program also has formal agreements with thirteen local schools and the local special education district.

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 were influenced from the Illinois Learning Standards and then aligned with Teaching Strategies GOLD to determine the corresponding objectives and dimensions to ensure accurate data collection. The goals were developed with input from the Early Head Start Parent Educators, Parents, and Policy Council and are reviewed quarterly and revised as needed.

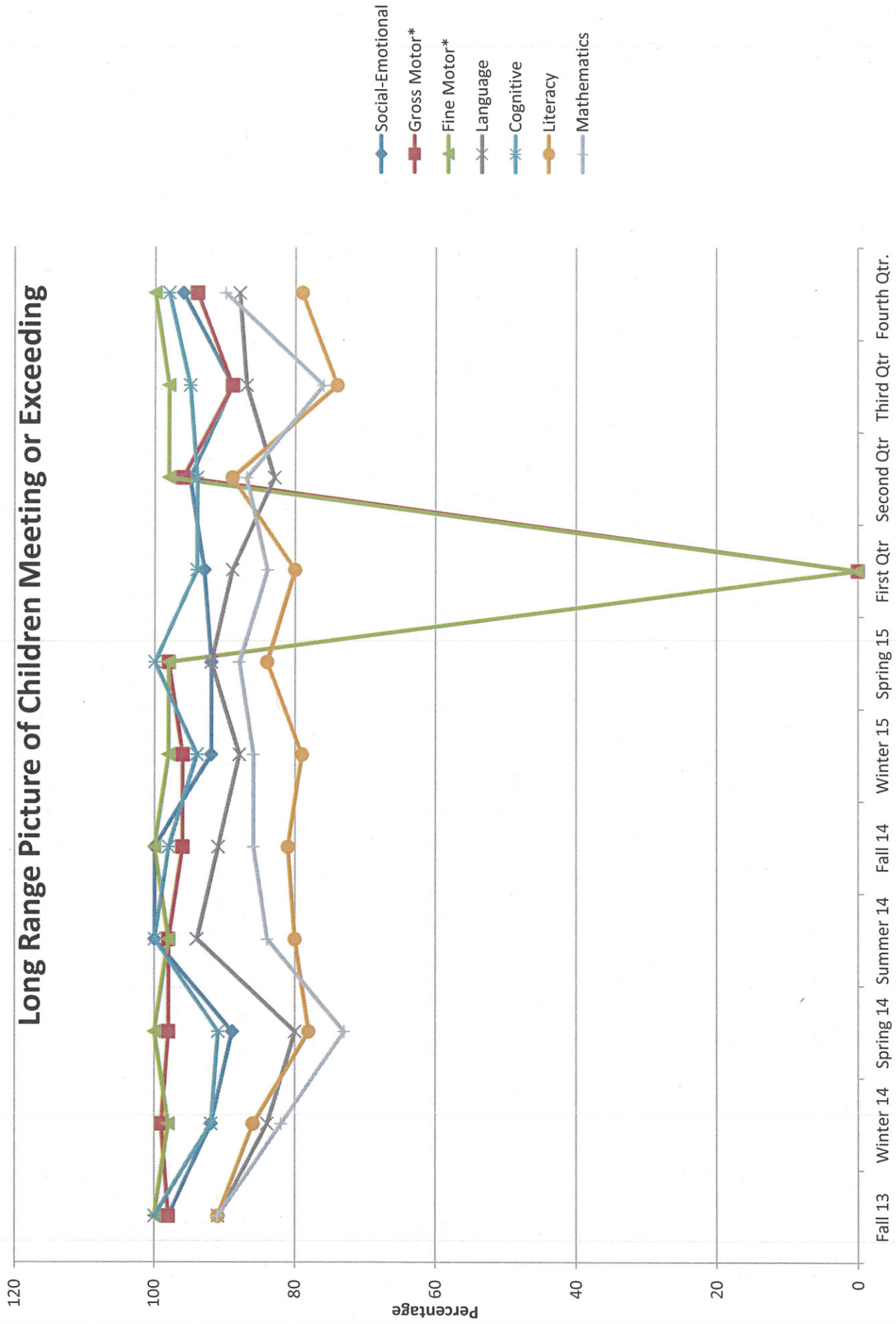
Domain	Goals
Social & Emotional Development	<u>Attachment Relationships</u> Children form secure attachment relationships with caregivers who are emotionally available, responsive, and consistent in meeting their needs.
Physical Well Being & Motor Development	<u>Self-Care</u> Children demonstrate the desire and ability to participate in and practice self-care routines.
Language & Literacy	<u>Early Literacy</u> Children demonstrate interest in and comprehension of printed materials.
Cognitive & General Knowledge	<u>Logic & Reasoning</u> Children demonstrate the ability to use knowledge, previous experiences, and trial and error to make sense of and impact on their world.
Approaches to Learning	<u>Persistence, Effort, & Attentiveness</u> Children demonstrate the ability to remain engaged in experiences and develop a sense of purpose and follow-through.
Health	<ul style="list-style-type: none"> ▪ Infant will be current on all well child checks within the assessment period. ▪ Toddler will be current on all well child checks within the assessment period. ▪ Toddler will complete oral hygiene tasks twice a day per parent report.

Long Range Vision of Children Meeting or Exceeding School Readiness Goals



* During the Second Quarter of 2015, First Step changed the health school readiness goal of “children will demonstrate healthy tooth brushing habits as observed by the Parent Educator or as reported by the parents” to “toddler will complete oral hygiene tasks 2 times per day per parent report.”

Long Range Picture of Children Meeting or Exceeding



*Data was not present for gross motor and fine motor for the First Quarter of the 15/16 checkpoint year.

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 larger socializations/field trips. Early Head Start parents, children, and staff come together at least two times per month for a two hour playgroup. 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
Happiest Baby & Toddler on the Block Classes Car Seat Safety Checks Nutrition and Health Classes Dental Care Children's Yoga Infant Massage English as a Second Language Class Parent Meeting Topics <ul style="list-style-type: none"> - Keeping your Children Safe - Love Languages - Safety Training Parent Advocacy Classes <ul style="list-style-type: none"> • Advocating for your Toddler/Preschooler • Securing Supports for a Successful School year • Being your Child's Advocate 	Home Visits Parent Committee Meetings Policy Council Meetings Health Service Advisory Committee Dental Clinics Children's Health Fairs Professional Photographer Photos Family Fun Boating Day Playgroups <ul style="list-style-type: none"> • Easter • Pool & Splash Pad • Dental Care • Hispanic Heritage • Cinco de Mayo • Pumpkin Patch • Barnyard Bash • Literacy • Halloween • Christmas • Super Hero • Gardening 	Emergency Crisis Assistance Food Assistance Clothing Assistance Housing Assistance Mental Health Services English as a Second Language Adult Education Job Training Substance Abuse Prevention Substance Abuse Treatment Child Abuse and Neglect Services Health Education Parenting Education Child Support Assistance

