

ANNUAL REPORT - 2016-2017

Belknap-Merrimack

Head Start ★ Early Head Start ★ Child Care



Program Overview – Enrollment

Community Action Program Belknap-Merrimack Counties, Inc. provides center-based Head Start services for 198 children, ages 3 and 4, and their families. Head Start services are provided at five sites, located in Concord, Laconia, Franklin, Pittsfield and Warner. In our Early Head Start program, our full enrollment is 151 and we provide services for pregnant mothers and children up to 3 years and their families. Center-based and home-based Early Head Start options are provided in our Concord and Laconia sites, where we also offer wrap-around child care for Early Head Start and Head Start families. In Franklin and Pittsfield, we offer home-based Early Head Start services. Our combined enrollment is currently 349, and our Head Start and Early Head Start programs were fully enrolled during 2016-2017. We estimate that we are serving up to 47% of the income eligible children and families in our service area.

Budget Breakdown

Our agency 2016 audited revenues and expenditures for HS/EHS program year 2015 were as follows:

<i>Revenues</i>		<i>Expenditures</i>	
US Department of Health & Human Services	\$ 3,665,177	Personnel	\$ 2,503,332
Other (State funding & non-Federal share)	1,380,541	Fringe	441,890
		Travel	47,866
		Other	2,052,630
	\$ 5,045,718		\$ 5,045,718

In addition, we received funding from the NH Department of Health and Human Services, Child Development Bureau and Bureau of Health Services, NH Department of Justice, NH Department of Education (USDA), Granite United Way and private donations.

Proposed Budget for 2016

Personnel	\$ 2,110,741
Fringe	765,284
Travel	70,350
Other – including non-federal share	1,635,097
	\$ 4,581,472



Dental and Medical Care Status

Experienced health and family services staff work to ensure that the children enrolled in Belknap-Merrimack Early Head Start and Head Start have both a medical and a dental home within their community. In 2016-2017, 98% of the children received medical exams, and 99% received dental exams.

Education is provided to families on nutrition, oral health, and a variety of health concerns. Families are encouraged to take their children to a dentist by one year of age. All children and pregnant mothers receive an annual nutrition assessment and are provided individualized counseling through an arrangement with the WIC Registered Dietitian. We have three Registered Nurses on staff providing health education and information to families, as well as ensuring a safe classroom for all children, including those with special health needs.

Family Engagement

Parent and family engagement is about building relationships with families that support family well-being, strong relationships between parents and their children, and ongoing learning and development for both parents and children. Families are connected to community services and resources as needed and necessary in order to achieve their goals.

There are many opportunities for parents/guardians to participate in our program. Parent committees operate at each of our sites and elect parent representatives to our program Policy Council, which meets monthly. Parents also serve on our Health and Family Advisory Committee, State Parents' Association and the Agency Board of Directors.

In addition to being equal partners in program governance, parents/guardians are engaged as equal partners in their children's learning and development. They actively participate in home visits and parent teacher conferences, and can volunteer in the classroom and/or attend our Volunteer/Substitute Training Workshop. They are also encouraged to complete monthly school-to-home activities designed to enhance school readiness goals and reinforce the importance of the home and school partnership. Because parents/guardians are provided with information about school readiness goals as well as the classroom curriculum, they are able to extend children's learning at home and communicate children's progress with teachers.

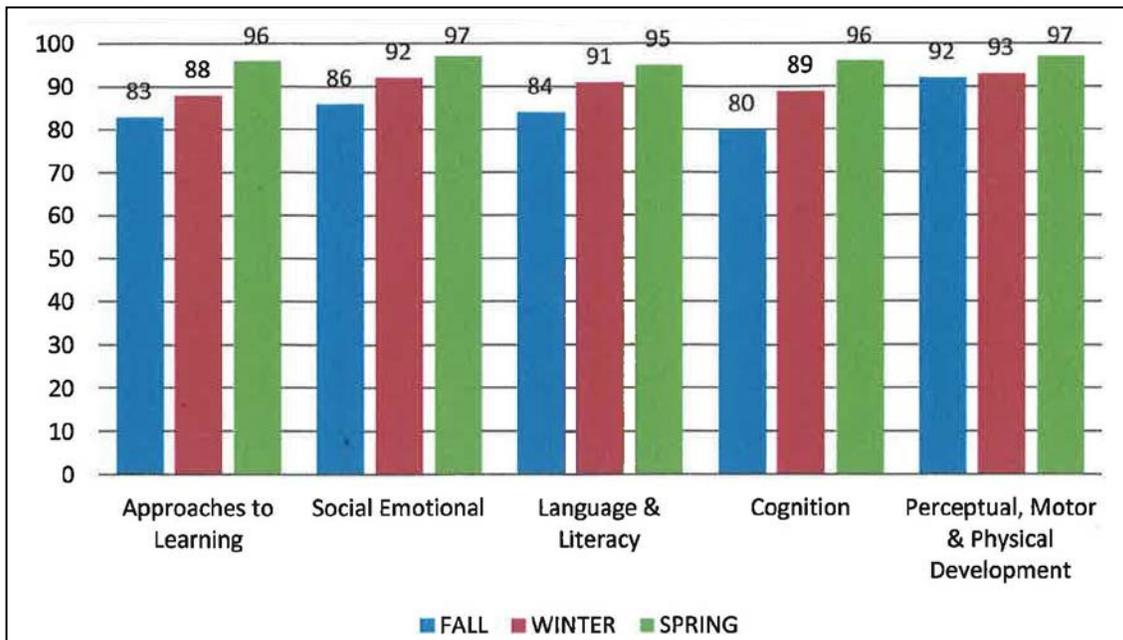
School Readiness and Child Outcomes

Our Head Start classrooms serve 198 three and four-year old children in multi-aged group settings. Children have the opportunity to attend our program for one or two years prior to entering kindergarten. Our staff provide children with experiences to support their success in achieving school readiness. Our program has created School Readiness Goals for children and families that align with the Head Start Early Learning Outcomes Framework. The Head Start Early Learning Outcomes Framework describes the skills, behaviors, and knowledge that programs must foster in all children and is grounded in a comprehensive body of research about what young children should know and be able to do to succeed in school. It is comprised of 5 domains: Approaches To Learning, Social Emotional Development, Language and Literacy, Cognition and Perceptual, Motor and Physical Development, and can be achieved through implantation of our curriculum.

Each of our Head Start programs uses the Creative Curriculum, developed by Teaching Strategies, in conjunction with the Head Start Early Learning Outcomes Framework. We also draw from other programs such as The Center on the Social and Emotional Foundations for Early Learning, Positive Behavior Interventions and Supports, I Am Moving I Am Learning, Personal Safety, and Picturing America.

Three times per year data is collected using our assessment tool TS Gold. Fall, winter and spring outcome data collected is used to drive instruction both individually and program wide. The data collected on each child allows the teachers to individualize their instruction and learning experiences for that child and measure growth. Programmatically the data is used to inform staff training needs and program strengths as well as for ongoing assessment of systems and continuous improvement.

Percentage of 4 Year Olds Who Meet or Exceed Age Expectations



School Readiness Goals

1. APPROACHES TO LEARNING OUTCOME GOALS

- ▶ Children will make independent choices for play experiences.
- ▶ Children will attend and persist in working on a task.

2. SOCIAL EMOTIONAL DEVELOPMENT OUTCOME GOALS

- ▶ Children will form positive social relationships with adults and other children.
- ▶ Children will demonstrate a sense of identity and belonging.
- ▶ Children will recognize and regulate their own emotions/behaviors and be able to take turns, share and follow the classroom routines/rules.
- ▶ Children will develop strategies for solving social problems.

3. LANGUAGE & LITERACY OUTCOME GOALS

- ▶ Children will listen to and understand increasingly complex oral language/vocabulary.
- ▶ Children will communicate their needs, express their ideas and initiate and sustain conversations with others.
- ▶ Children will appreciate, respond to and demonstrate how to look at books.
- ▶ Children will hear letter sounds, word syllables and rhyming words.
- ▶ Children will demonstrate an understanding of print and alphabet knowledge. (HS)
- ▶ Children will demonstrate developmentally appropriate emergent writing skills.
- ▶ Dual Language Learners will demonstrate progress in being able to understand and speak English.

4. COGNITION OUTCOME GOALS

- ▶ Children will use exploration and the principles of mathematics to count, quantify, sort, understand spatial relationships, understand shapes, measure, compare, solve problems and identify patterns.
- ▶ Children will explore and question the environment, both natural & physical, through observation, investigation, manipulation, experimentation, prediction and communication of conclusions. (HS)

5. PERCEPTUAL, MOTOR AND PHYSICAL DEVELOPMENT OUTCOME GOALS

- ▶ Children will demonstrate large muscle control in movement, navigation, and balance.

- ▶ Children will demonstrate small muscle control and use a variety of writing and art implements and manipulate small objects.
- ▶ Children will demonstrate developmentally appropriate sound health, safety and nutrition practices.

Head Start to Public School Transition Activities

Our program plans for a variety of transition activities to help children and families move from Head Start to kindergarten. These activities include:

- Visits to the public school by individual Head Start centers
- Visits from the kindergarten teachers to our centers
- Spring Parent Information Night for Head Start parents
- Kindergarten screening and enrollment information given to our families
- Transition information packets from Head Start given to each exiting family



We served on the team that developed and proposed school readiness definitions and indicators for adoption by the State of NH Department of Education and the Early Childhood Community.

Early Head Start Program

The Early Head Start (EHS) program provides services for 151 prenatal women, infants and toddlers in Belknap and Merrimack Counties. 52 children receive full day EHS center-based child care at our NAEYC accredited sites in Laconia and Concord. In addition, a total of 99 prenatal women and children are enrolled in the home-based program at the four EHS locations.

The child development and education approach for the center-based EHS program is based on the Creative Curriculum for Infants, Toddlers and Twos, and aligns with the Head Start & Early Learning Outcome Framework. The Creative Curriculum is used as a framework to provide a curriculum for children that focuses on the development of secure relationships; an understanding of the child's family and culture; the development of trust and security; the opportunity to explore a variety of sensory, motor and literacy experiences with support from EHS staff and family members.



The home-based EHS curriculum is based on the Parents As Teachers (PAT) program. The PAT program is designed for home visiting programs serving families with children birth to three. The PAT curriculum emphasizes parents as the principal architects of their child's development. Children and their families participate in weekly 90 minute home visits year round. During the year families are offered opportunities to participate in group experiences called socialization. Socializations provide children with an array of experiences that promote development in a group setting. EHS provides comprehensive, high-quality home visitation services that support and strengthen the relationship between infants, toddlers and their parents. This relationship provides the foundation from which young children develop the social competence necessary for success later in school and life.

Our EHS program uses the Teaching Strategies GOLD child assessment system in tandem with the 5 essential domains of school readiness: Approaches to Learning, Social Emotional Development, Language and Literacy, Cognition and Preceptual, Motor and Physical. The GOLD system helps

teachers and home visitors observe and document children's development and learning over time and supports, guides and informs planning and instruction. It provides child outcomes information on both an individual and large group basis. Outcomes data is collected and analyzed 3 times a year, Fall, Winter and Spring.

Federal Review and Financial Audit

In 2016, our agency participated in a Federal Fiscal Integrity Review. There were no findings or areas of non-compliance. Our agency auditor's report showed no areas of non-compliance material to the financial statements of Community Action Program Belknap-Merrimack Counties, Inc. as of 2/29/16. They also expressed an unqualified opinion on the financial statements of the agency which is the highest opinion that can be issued.

Additional Information

- ★ Our Head Start/Early Head Start program employs 85 individuals.
- ★ All of our classrooms are accredited by the National Association for the Education of Young Children (NAEYC).
- ★ 7% of our teachers in HS have a Master's degree in ECE
- ★ 70% of our teachers in HS have a Bachelor's degree in ECE / 41% in EHS.
- ★ 23% of our teachers in HS have an Associate's degree in ECE / 35% in EHS.
- ★ 18% of our teachers in EHS have a CDA.
- ★ 14% of our teacher assistants in HS have a Bachelor's degree in ECE.
- ★ 36% of our teacher assistants in HS have an Associate's degree in ECE.
- ★ 50% of our teacher assistants in HS have a CDA or required number of ECE college credits.
- ★ 81% of our home visitors and family service workers have a Bachelor's degree or higher / 19% have an Associate's degree.
- ★ 100% of our Early Head Start Home Visitors have a Bachelor's degree or higher.
- ★ 51 children with IEPs and 53 children with IFSPs were enrolled in Head Start/Early Head Start in 2016-2017.
- ★ Over 675 individuals volunteered time to our program.



**Community Action Program Belknap-Merrimack Counties, Inc.
Head Start/Early Head Start/Child Care
PO Box 1016, Concord, NH 03302-1016
For more information call 603-225-3295 or 1-800-856-5525.**

