

## Public Report on Family Enrichment Network's Head Start Program and Fiscal Year 2011

This report contains both program and fiscal information from the end of our most recent program and fiscal year. Our program year ended on August 25, 2011 and our Fiscal Year ended October 31, 2011. Information contained in this report comes from our 2011 Program Information Report (PIR) dated August 5, 2011; our Davidson Fox and Company CPAs, LLC Audit dated April 27, 2011; Our Annual Risk Assessment dated April 6, 2011; and various internal program reports.

### **Public and Private Funds from FY 2011**

Head Start and related programs represented 54% of Agency programs and services. Funds from the Department of Health and Human Services [\$4,215,080]; NYS Education Department (Binghamton and Johnson City School District UPK dollars) [\$289,288]; NYS Education Department (Early Reading First dollars) [\$393,947]; Child and Adult Care Food Program (CACFP) [\$284,586]; RIF public donations [\$3,720]; were used to operate the Head Start program.

Additionally, \$1,189,258 in In-Kind contributions represented the non-federal share portion of our Head Start, Early Head Start, and Healthy Marriage Financial Assistance Awards.

### **Budgetary Expenditure and Proposed Budget Explanation**

<b>Funding Source</b>	<b>Expenditures 2011</b>	<b>Budget 2012</b>	<b>Remarks</b>
DHHS <i>Head Start Program</i> <i>Healthy Marriages Program</i> <i>Early Head Start (ARRA)</i> <i>Head Start Body Start</i>	\$4,215,080	\$ 4,127,029+ In kind	Continuation funds to operate Head Start and Healthy Marriage Programs. ARRA Fund to operate our Early Head Start program.
NYS Education Department <i>Binghamton UPK</i> <i>Johnson City UPK</i>	\$289,288	\$289,288	Provide UPK programs to Binghamton and JC four-year olds.
NYS Education Department <i>Early Reading First</i>	\$393,947	\$465,777	Provide 3 year old children w/ full-day program and enhance literacy efforts in all full day classrooms (8). This includes offering a summer program experience.
Child and Adult Care Food Program (CACFP) <i>Food Services Program</i>	\$284,586	\$282,948	Purchase and make healthy breakfasts/lunches/snacks to program participants.
RIF Public Donations <i>Book ownership program</i>	\$3,720	\$0	Purchase and conduct RIF book distributions and motivational activities.
Gannett Foundation <i>Nutrition Education</i>	\$0	\$2,000	To conduct Nutrition Education program for Head Start and Early Head Start families.

NB: Entire Agency Budget is available for review at Network Offices.

### **Total number of children and families served and monthly enrollment information**

Family Enrichment Network's Head Start program is funded to serve 321 children and their families. Through partnership with Johnson City School District, an additional 15 UPK children are served, which makes our total funded enrollment 336. We actually served 361 children and families during the 2010-2011 program year due to vacancies/turnover. We remained 100% enrolled for the entire program year. Early Head Start is funded to serve 80 infants and toddlers and 12 pregnant women for a total funded enrollment of 92. We have remained 100% enrolled for the entire 2010-2011 program year and our total actual enrollment of Early Head Start infants, toddlers, and pregnant women was 116, and this was due to program transition and turnover.

### **Results of the Head Start and Early Head Start Risk Assessment**

Our annual Risk Assessment was held for both Head Start and Early Head Start programs on April 6, 2011. Through this meeting we had an opportunity to discuss areas of strength and pride; identify how we were moving through our Early Head Start Start-Up; and discuss action items for areas that posed

potential concern. There were no action items established during the Risk Assessment Meeting, and we were commended for operating a high quality program, and meeting the needs of our community's children and families.

### **Results of the Audit**

Davidson Fox and Company the Independent Auditing Firm responsible for the Agency's audit indicated in the Independent Auditors' Report that they expressed an unqualified opinion on those consolidated financial statements.

To view the entire Agency Audit, please visit Network Offices.

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

100% of children have an ongoing source of continuous accessible health care. 78% of Head Start and Early Head Start children are up-to-date on a schedule of age-appropriate preventive and primary health care in accordance with New York State's EPSDT schedule for well child care.

99% of Head Start children received a dental examination. 100% of Early Head Start children are up-to-date on a schedule of age-appropriate preventative and primary oral health care according to NYS EPSDT. Dental examinations for Head Start children are offered through our program in partnership with Lourdes Mobile Dental Program. Dental examinations for Early Head Start children are offered through Wilson Dental.

### **Parent Involvement Activities**

Throughout the program year, parents were offered opportunities to be involved in their child's Head Start and Early Head Start experiences. Regular home visits with Family Advocates, Parent/Teacher Conferences, Education home visits, and visits to the center were just a few ways that parents participated. The items listed below were specific parent involvement activities offered at Head Start and Early Head Start.

- Family Orientation (Early Head Start as new children enter) (September for Head Start)
- Fall Fun Fest (October)
- Head Start and Early Head Start Classroom Field Trips Activities (monthly)
- RIF Motivational Activity and Book Distribution Days (December, March, May, and October)
- Policy Council (monthly)
- Parent Committee Meetings (monthly)
- All-Sites Meetings (December and March)
- Families Together Program (Healthy Marriage Initiative)
- Mom's Groups (throughout the program year)
- Literacy Nights (November, March, April, and May)
- Nutrition Education Workshops (December, January, February)
- Second Step Parent Orientation Sessions (offered throughout the program year)
- Program Committees: Menu Planning, Health Advisory, Recruitment, SPARC Literacy, RIF, Transition Advisory, Community Assessment, and Program Self-Assessment.
- Year End Celebration (June)
- EHS Parent Committee Meetings (summer)
- Mom's to Be Activities (throughout the program year)

### **Kindergarten Preparation Activities**

Annually, the Transition Advisory Committee plans a Kindergarten Registration Fair. This event occurred in March. Local school districts sent Kindergarten Teachers and Administrators to provide families with kindergarten information and registration. Staff members were on hand to assist families in completing paperwork. School district staff spoke about the family transitioning to elementary school and offered helpful hints on achieving the best result from the impending transition.

During April and May teachers worked with their kindergarten bound children to ensure that they were prepared for their new school. They visited area elementary schools and received cafeteria style breakfast/lunch to understand how meals are served in Kindergarten.

Parents received information on their family's transition to Kindergarten at the annual Kindergarten Fair. Their Family Advocates focused in the spring months on the transition to the next learning environment. Parents also had an opportunity to view the "Kindergarten Here I Come" video during home visits. Information about transitioning to kindergarten was featured in the March Parent Newsletter.

The program's Policy Council hosted a Backpack and School Supply Giveaway in August, and all kindergarten bound children received a backpack and the school supplies that are required of their respective school.

*If you have questions about any of the contents of this report, please contact Kate E. Grippen, Head Start/Early Head Start Director, at Network Offices.*