

PROGRAM INFORMATION

Program: North Central Missouri College/Green Hills Head Start

Program Options: Center Base: Full day/Part year (10 classrooms): 179 children
Center Base: Full day/Extended year (1 classroom): 18 children
Home Base: 7 Counties: 80 children

Funded Enrollment: 277 children

Funding Sources: \$1,937,773 ACF/Office of Head Start (2009-10)
\$ 137,136 ACF/American Recovery/Reinvestment Act
\$ 100,403 USDA/Child/Adult Care Food Program (2008-09)
\$ 484,431 Non-federal/Local Matching Resources (2009-10)

Grant Year: February 1 – January 31

Proposed Budget: FY2010-Program Year #39:
Personnel: \$1,253,750
Fringe: \$ 241,073
Travel: \$ 5,087
Supplies: \$ 38,248
Other: \$ 188,931
Indirect Cost: \$ 117,853
Total Federal: \$1,844,942
Non-Federal: \$ 461,236
USDA: \$ 100,000
TOTAL: \$2,406,178

Teacher Education: MA/MS: 1 Classroom Teacher
BS/BA: 8 Classroom Teachers
7 Home Visitors
AA/AAS: 1 Classroom Teacher
CDA: 1 Classroom Teacher (BS/BA in May, 2010)

Total: 11 Classroom Teachers
7 Home Visitors

NOTE: All 11 classroom teachers have a Child Development Associate credential (CDA); 6 of 7 Home Visitors have a CDA; 21 of 24 Teacher Aides have a CDA; 2 of 11 Cooks/Assistants have a CDA; 3 management staff members have a CDA.

Review Results: Last on-site review (January 21-26, 2007) found 10 areas of non-compliance, primarily in program governance/management. No areas of non-compliance were found in any of the service components. Corrections were made in a timely manner and Desk

Review documents were submitted as requested (7/24/07). Documentation received from ACF/Office of Head Start dated February 8, 2008 indicated all areas of non-compliance were determined to be corrected; the program was declared fully compliant to all applicable Head Start performance standards, laws, regulations and policy requirements. Next on-site review scheduled sometime in FY 2010.

Audit Results: No findings.

Enrollment:	<u>Year:</u>	<u>Date:</u>	<u>Enrolled:</u>	<u>% Funded:</u>	<u>W.L.:</u>
	2008-2009*:	9/30/08	277	100%	160
		1/31/09	277	100%	160
		5/31/09	277	100%	145

*(Each monthly report reflected full enrollment and an average wait list of 153, with approximately 64% of area age/income eligible children served.)

During the 2008-09 school year, 304 children/285 families were served.

PIR Data: 2008-2009:
Medical Services (received exam): 90%
Immunization Services (up-to-date): 98%
Dental Services (received exam): 100%
Children with IEP (diagnosed disability): 18%

Training: All staff completes a training needs assessment annually. Training plan is built around needs. The August 2009 in-service included the following training sessions: nutrition/WIC updates/obesity prevention; child abuse/neglect; CLASS assessment; sanitation/blood borne pathogens; medication administration; planning for a pandemic; I am Moving/I am Learning (IMIL) in the classroom/home visits; family partnership training; CACFP training; first aid/CPR. Opportunities for staff networking and sharing were also included.

ARRA Quality Improvement funds are being used to provide the following trainings and associated materials/supplies: CLASS assessment; IMIL; curriculum development; working with non-verbal children.

NCMC Board training is scheduled for fall 2009, in conjunction with the annual Board Retreat. Policy Council training occurs in October.

Staff enrolled in college classes continues to receive financial assistance with tuition, books, and fees. ARRA QI funds are being used to assist teaching staff with costs associated with achieving a master's degree. Continued education is a program priority.

Strengths:

- Educated, qualified and experienced staff dedicated to working with Head Start children & families
- Trusting relationships between staff and parents
- Positive child outcomes as identified by child assessments, parent evaluations, year-end informational reports, public school input, and high recruitment numbers
- Support of North Central Missouri College administration and Board of Trustees
- Support of Policy Council and enrolled families
- Community partners: county health departments, local dentists, community action agency, Chillicothe Housing Authority, Putnam County R-I School District, area public schools, churches, city governments, family services, etc.

Program Strategies:

- Head Start staff, Policy Council representatives and Board members receive training annually to enable them to effectively perform their respective Head Start responsibilities. Furthermore, all three entities work together to establish/accomplish program goals and respond to state/federal mandates.
- Continuous monitoring of all component areas (funded enrollment, child/family assessment of needs and subsequent service delivery, child preparation for kindergarten, recordkeeping and data management, staff performance and professional growth, budget amounts and operational needs, etc.) is a major focus of the program staff.
- Open communication between staff, parents, and community partners is a priority.
- Cooperative partnerships between Head Start and area public schools are maintained to ensure early intervention, optimum use of available resources, continuity of services, and smooth transitions for Head Start children entering kindergarten.
- A supportive, energetic, and enjoyable working environment, involving staff, parents, and board members in program improvement, goal-setting, and celebration of accomplishments is a major priority.

- Parents are encouraged to be actively involved in Policy Council, local parent groups, educational opportunities, classroom activities, and home-based instruction.

For further information, review the program website at www.greenhillshheadstart.org or contact Green Hills Head Start, 205 W. 18th Street, Trenton, MO 64683, phone 660-359-2214.