

Governors State University
EARLY HEAD START

Annual Report
2013



Mission

The mission of Governors State University Early Head Start, a program of the Family Development Center; is to empower eligible expectant parents and families of young children birth to three years of age to become their child's first and best teacher by partnering with the community to provide compassionate, high quality, individualized, comprehensive services. Using research based curricula and qualified staff we build happy, healthy, strong families, community and life long learners. We provide high quality care with an educational touch.

Early Head Start Vision

Early Head Start will be the community catalyst for comprehensive services, focusing on prenatal to age three years, in the south suburbs.

Our Values

Making a difference in people's lives: We value and respect the recipients of our services and the trust they place in us. We affect change in people's lives by using an approach that builds on an individual's strengths.

Life-long Learners: We lay an educational foundation for our students; we promote learning for our parents and ourselves as professionals.

Quality and Excellence in our Work: As professionals in our field, we are at the forefront of excellence in early childhood education.

Demonstrate Inclusiveness and Diversity: We embrace diversity among students, staff, and faculty as well as members of the broader community, and we encourage acceptance of wide-ranging perspectives.

Our Philosophy

We believe that children learn in many different ways and children's learning is impacted by a variety of forces. When children are actively engaged and construct their own knowledge through hands on activities in a stimulating environment, their growth and development flourish. We use a research based, reasoned eclectic approach with Creative Curriculum as our play based foundation. The Family Development Center staff provides a variety of opportunities and experiences in the environment to meet the needs of all children. We honor diversity, creativity and playfulness in every experience and strive to provide security and emotional support for all children and their families.

We encourage life-long learning and the dispositions of critical thinking, analytical thinking, questioning, and experimentation

Message from the Director

I am pleased to present this annual report to the public for Governors State University Early Head Start program. 2013 was a stressful year with a sequester cut and a government shut-down. With the dedication and hard work of the staff, no children lost their slots and we were able to make significant progress in improving health services for children and assuring all children are ready for school.



Carol Morrison
Director

Funds received

The Early Head Start program was approved to receive \$925,818 for the operating year. However, congress was unable to come to a compromise on the federal budget and a sequester cut the budget by 5.27% in early March. The original approved budget was:

<u>Category</u>	<u>Amount</u>
Personnel	\$565,416
Fringe Benefits	\$209,204
Travel	\$13,558
Equipment	0
Supplies	\$20,500
Contractual	0
Facilities/Construction	0
Other	\$31,931
Direct Costs	\$840,609
Indirect Costs	\$85,209
Total	\$925,818

The Expenditures for the year were:

<u>Category</u>	<u>Amount</u>
Personnel	\$492,329
Fringe Benefits	\$245,138
Travel	\$6,615
Equipment	0
Supplies	\$30,790
Contractual	0
Facilities/Construction	0
Other	\$22,628
Direct Costs	\$767,499
Indirect Costs	\$80,717
Total	\$878,217
Remaining Budget Balance	0

Results of the Most Recent Financial Audit

State of Illinois Governors State University Compliance Audit in accordance with the single audit act and OMB Circular A-133 for the year ending June 30, 2012 was released April 19, 2013. The external audit was conducted by E.C.Ortiz and company, LLP. The report digest and full reports are available at <http://www.auditor.illinois.gov/audit-reports/GOVERNORS-STATE-UNIVERSITY.asp> There was one finding in Head Start for not having enough documentation for a cash draw. The University has a Board of Trustees appointed by the governor. The University did not have a full complement of Board members. That has been corrected. The governor appointed the remaining members.

Families Served: 87
 16 two parent, 71 single parent
 130 cumulative enrollment
 Actual Average Monthly Enrollment: 71/72 98% enrolled
 Percentage of Eligible Children served: 117 served/579 = 20% served

Medical and dental Information on enrolled children from August 2013 Program Information Report

Indicator	# of children	% of children	% of children minus children enrolled less than 45 days
Children with health insurance	116	99%	105%
Number of children with an ongoing source of health care	116	99%	105%
Number of children who are up to date on a schedule of age appropriate preventive and well-baby care according to Illinois EPSDT schedule for well-baby care	83	71%	75%

By December 2013, this had risen to 89% in compliance

Number of children who are up to date on all immunizations	97	83%	87%
Number of children with continuous accessible dental care	12	10%	11%
Number of children who are up to date on a schedule of preventive primary oral care	31	26%	28%

Parent Involvement activities:

Policy Council – Policy Council is a monthly meeting held for elected EHS parents. Our Policy Council consists of 5 parents and 2 community members. The meetings run for 12 months until annual elections take place in September at which that time new members are elected and/or old members are re-elected. Childcare is provided during meeting times if needed.

Parent Night Out is the parent workshop/education activity carried out on a monthly basis. The activities for 2013 included:

- Library and Literacy Fun
- Share your Heart through Expressions of Art
- Health Care Institute Follow up
- PreK and Kindergarten readiness; Is my child ready for school?
- End of year celebration- have a great summer!
- Family Fun in the Sun
- Gardening, Health and Nutrition
- Get to Know your Early Head Start Administrators- Q & A session
- Open House- come visit classrooms and meet teachers!
- Fire Safety at Home
- Guidance and Discipline
- Well Baby check ups- why are they important?

Preparation for Kindergarten Readiness

Preparation for kindergarten readiness begins on the day the families are enrolled in our program. Pregnant women are assisted in keeping up to date on a schedule of prenatal care so that their babies will be born healthy and ready to learn. Education is provided to families and children starting from the moment they are born or enrolled in to the program.

Children enrolled in the Center based (child care) program receive a developmentally appropriate education using the research based Creative Curriculum for Infants and Toddlers. All teachers in the center based classrooms are highly qualified, exceeding the Performance Standards with at least an Associate's degree in Early Childhood education. Home-based families receive the same high quality delivered to their family in the comfort of their home. Parents as Teachers Born to Learn is the curriculum used in the home based program. In addition to PAT, the home visitors use a curriculum for playgroups, Parent Interacting with Infants (PIWI), that focuses on the adult-child relationship and assisting parents in learning to be their child's first, best teacher.

All children receive developmental and social emotional screenings within 45 days of enrollment and are referred for further assessment if there are any questions in the child's level of development.

In December 2013, a growth report was pulled from the TS Gold Assessment data captured on children enrolled in Early Head Start during the calendar year. Overall, children showed growth in skills beyond that attributed to normal development. The area of the most growth was that of cognitive development and the area of least growth was gross motor development.

Children turning three during the year met benchmarks on 12 of 21 objectives, meeting 91-100% of the objectives. Of the objectives not meeting benchmarks, the areas most in need were language and mathematics. The range of completion for language was 79-92% and for mathematics it was 76-92%.

Strengths and Accomplishments

One of the greatest strengths of our program is the dedication of the staff. All of the staff, from the cook helper to teacher assistants all the way to the directors, are dedicated, hardworking professionals. This was a stressful year because of the sequester cut. We had proposed adding a part time home visitor to allow home based case loads to drop to a more reasonable number of 10 families per caseload, and then the sequester came in and cut 5.27% off our budget. That was about the amount of money it was going to cost us to hire a home visitor. Our home visitors bore the brunt of the sequester and maintained a heavy caseload.

Our greatest accomplishment, through the hard work of the staff, was raising the percentage of children up to date on preventive health services from 75% to 89% in December. Under the direction of the Health Services Director; the Family Services Specialists and Home Visitors worked hard with families to assure the children received all of their preventive health care. This was a very long, intense process that included paying for medical records when physician offices refused to release them to families.

We implemented a new Orientation process for newly enrolled children and families to meet the primary teacher as well as the Health Services Director and Education Director. If the child has any medical issues or allergies, the issues are discussed and solutions found at the meeting, prior to enrollment in the center. This process has cut down on the number of children dropping out of the program unexpectedly.

Staff employed in the Governors State University Early Head Start program have many opportunities for professional development through program funding, and as a benefit of employment at the university. Many teachers came into the program with an AA and have completed a BA while incurring no debt, because of the benefits available to them.

Several collaboration opportunities have been started with the program. Our program was paired with the SPEED Special Education cooperative in Chicago Heights to address the lack of early childhood providers in the area. In addition, a collaboration with PNC bank resulted in the granting of \$15,000 for programming for low income families.

