

*COMMUNITY ACTION OF
EAST CENTRAL INDIANA,
INC.*

*HEAD START
2014
ANNUAL REPORT*

Community Action of East Central Indiana, Inc. (C.A.E.C.I.) was founded under the Economic Opportunity Act of 1964, as an Indiana not-for-profit corporation. Head Start was one of CAECI's first programs and it has been serving low-income children and families of Wayne County since 1965. C.A.E.C.I. administers Federal, State, and locally funded programs including Energy Assistance, Section 8 Housing and Head Start and Early Head Start.

CAECI Head Start is a federal program for the social, emotional and cognitive development of low-income children, age three through kindergarten eligible, including those with disabilities. The program emphasizes the development of early reading and math skills that will contribute to the child's success in school.

Head Start child development services are provided from eight (8) classrooms. Eight (8) classrooms are housed in six (6) Centers scattered throughout the City of Richmond. The ninth classroom is located in the town of Hagerstown, allowing us to serve the rural population of Wayne County.

The Head Start program option is a Part-Day, Center Base setting for 272 pre-schoolers. Each classroom session lasts 3.5 hours, 4 days a week, Tuesday through Friday, enabling Head Start to have 128 contact days.

In addition to classroom contact time with the children, teaching staff conduct two (2) Home Visits per year to enable staff to gain a better understanding of the child, their family, and the conditions that are present in their homes. They also work with the families to develop Individualized education plans for the children. An additional two (2) home visits are carried out by Family Advocates who work with the individual families to develop family goals and objectives to move them towards self sufficiency. They also work with the families to transition the child into kindergarten. Both Teachers and Advocates work to insure that the family learns how to become more involved in the educational, emotional, and physical development of their child. Services offered to participating families include transportation, health & nutrition, and partnerships that build on the strength of each family

Head Start provides services to young children and their families based on assessments that identify not only the developmental needs of the child, but also any other risk factors that might be barriers to optimal child and family development.

The following contains content area reports for the 2013-2014 school years:

ELIGIBILITY AND ENROLLMENT

Children are recruited from all ethnic backgrounds and from all low-income areas of Wayne County. Enrollment is based upon a selection criteria that ensures that families with the greatest need receive priority in enrollment. Applications are taken year round. Those not enrolled at the time of application are placed on a waiting list. CAECI identifies and maintains relationships with agencies throughout the community that provide services to children and families as a resource for referrals

ENROLLMENT INFORMATION

Funded enrollment	272
Total actual enrollment	346

PRIMARY TYPE OF ELIGIBILITY

Income below 100% of federal poverty line	252
Over income & disabled	11

PRIMARY LANGUAGES

English	291
Spanish	54
Middle Eastern	1

ENROLLMENT-CHILDREN BY AGE

3 years old	70
4 years old	121
5 years old	155

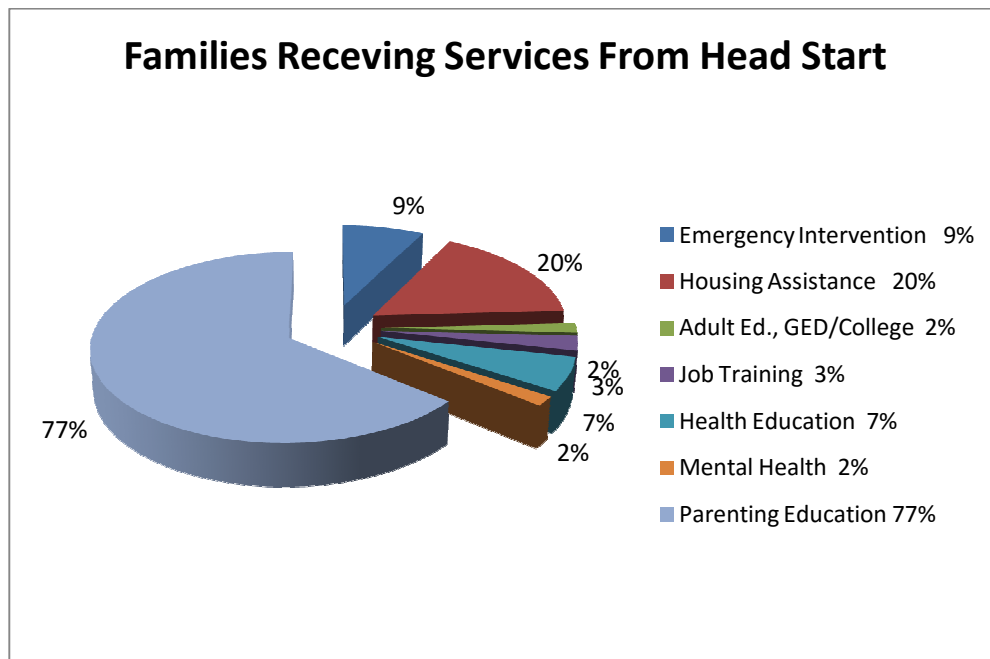
FAMILY INFORMATION REPORT

Regardless of culture or ethnicity, all most parents want is for their children to be happy, healthy, and safe. Program staff creatively find a balance between helping families understand appropriate methods of child-rearing and discipline while at the same time show respect and sensitivity towards the parent’s values and ways of doing things.

Families receiving services:

- 42% of the families received emergency intervention
- 21% of the families received housing assistance
- 2% of the families received adult education/GED/college assistance
- 11% of the families received job training assistance
- 18% of the families received health education
- 24% of the families received mental health assistance
- 30% of families received parenting education
- 5% of the families received substance abuse prevention
- 3% of the families received child abuse and neglect services
- 3% of the families received domestic violence services
- 1% of the families received child support assistance
- 2% of the families received assistance to families of incarcerated individuals
- 3% of the families received relationship or marriage education

FAMILIES RECEIVING SERVICES BREAKOUT



ETHNICITY AND RACE

Hispanic or Latino origin	56
Non-Hispanic or Non Latino origin	290

HEALTH SERVICES REPORT

Children who are not up-to-date on vision, dental, hemoglobin and lead screenings are brought up-to-date within 90 days of enrollment. Other health screenings are conducted if necessary. CAECI is an enrollment site for Hoosier Healthwise, if a family is without insurance they are enrolled during the application process.

Head Start participates in the USDA Child and Adult Care Food Program (CACFP). Foods for meals and snacks meet 1/3 of the children’s daily nutritional needs. Foods are chosen to contribute not only to the child’s nutrient needs, but also to reflect differing regional and cultural practices and to introduce children to new and varied foods.

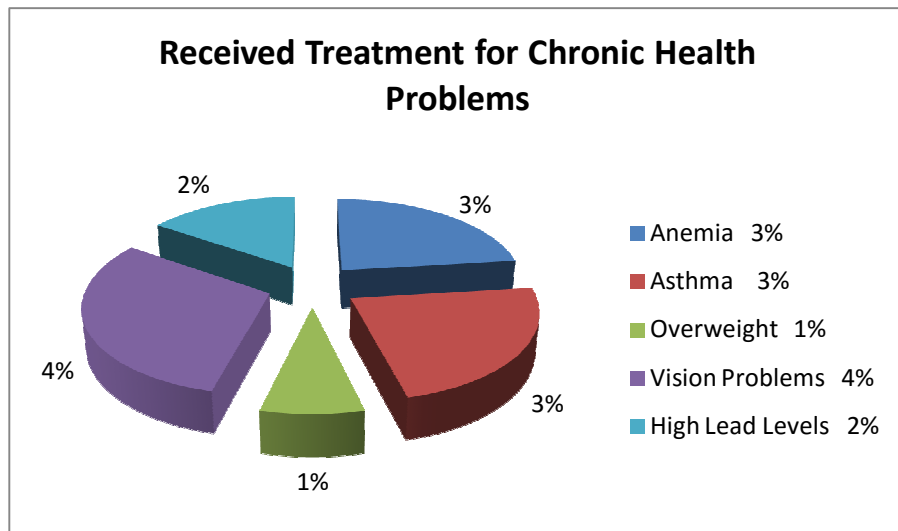
Mental Health services are provided by a Mental Health Consultant who visits each classroom at least twice a year to complete a formal observation to identify and design interventions that promote children’s mental wellness, provides assistance for children with atypical behavior, and supports parents’ participation in any of the interventions.

MEDICAL HOME	Number at enrollment	Number at end of the enrollment year
Number of children with an ongoing source of continuous accessible health care	234	346
IMMUNIZATIONS		
Number of children who have been determined by a health care professional to be up-to-date on all immunizations appropriate for their age	200	284
Number of children who have been determined by a health care professional to have received all immunizations possible at this time but who have not received all immunizations appropriate for their age	72	62
DENTAL HOME		
Number of children with continuous, accessible dental care provided by a dentist	253	326
DENTAL SERVICES		
Number of children who received preventive care		302
The number diagnosed needing treatment		7
The number who received or are receiving treatment		5

Children that received treatment for:

- 3% received treatment for Anemia
- 0% received treatment for Asthma
- 3% received treatment for Vision Problems
- 5% received treatment for High Lead Levels
- 0% Diabetes

RECEIVED TREATMENT

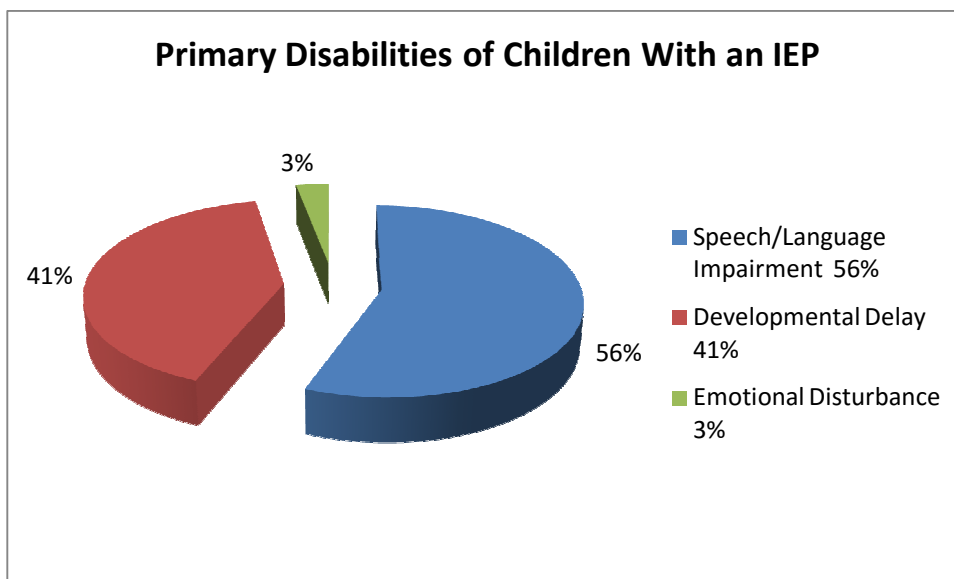


DISABILITIES SERVICES

At least 10% of enrollment opportunities are reserved for children with disabilities, this is in collaboration with the Local Education Agencies (LEA, school systems). Parents are active participants in this process from start to finish. Individualized services are provided for children with IEP's (Individual Education Plan) during class time to attain the goals that are written specifically for them.

The centers are mixed- age groups that provide the children of differing abilities the opportunity to interact with one another in many different ways. A mixed age group also provides children with physical disabilities or development delays opportunities to find peers of their level of development, regardless of chronological age.

PRIMARY DISABILITIES OF CHILDREN WITH AN IEP



PARENT ACTIVITIES REPORT

Activities that are held in the classroom permit parents to observe other adults interacting with their children. This lends itself to boundless opportunities for modeling. Parents have opportunities to participate in trainings to develop new skills or sharpen those already existing. Training opportunities for all participants include, but are not limited to:

- Parenting Classes
- GED/referrals and payment for classes
- First- Aid and CPR training
- “What To Do When Your Child Gets Sick” mini conference.

TOTAL VOLUNTEERS

Number of persons providing any volunteer services	601
Number who are current or former Head Start parents	329

PARENT ACTIVITIES

Parent Trainings and Workshops	Committees	Field Trips
Parent / Teacher conferences	Early Childhood and Health	Parent Meetings
Fatherhood Activities	Classroom Volunteers	Annual Self-Assessment
Lending Library	Policy Council (Governance)	School Readiness Committee

EDUCATION REPORT

There are 5 essential domains that are developed during these years; Language and Literacy Development, Cognition and General Knowledge, Approaches to Learning, Physical Development, and Social Emotional Development.

The Head Start program uses the Brigance Preschool Screen to help determine whether children are scoring below the cutoff due to psychosocial risk factors or true developmental delays.

The agency utilizes the Creative Curriculum System for Preschool to promote school readiness.

To enrich the curriculum, the agency utilizes the Zoo- phonics multi model approach to learning all aspects of language arts, including vocabulary

development and articulation, based on phonics.

To continue to enhance the children’s knowledge in language and literacy development a variety of “Big Books” are introduced each month. The books provide the children with general knowledge about the world around them.

The Head Start program has been involved with the Paths to Quality, Indiana’s Child Care Quality Rating and Improvement System (QRIS). Classrooms are currently on Level 3 of 4.

Classroom observations are conducted each month utilizing the Classroom Assessment Scoring System (CLASS) which measures children’s social and emotional functioning in the classroom as an indicator of school readiness.

The agency utilizes the Teaching Strategies GOLD, a seamless system for assessing children that includes the predictors of school success.

EDUCATION

Number of children entering kindergarten in the 2013 school year 167

SCREENING

Number of children who completed routine screenings for developmental, sensory, and behavioral concerns 372

Number identified as needing follow-up assessment or formal evaluation to determine if the child has a disability 21

Developmental screening tool Brigance Pre-School

ASSESSMENT

Tool used in program for ongoing child assessment Creative Curriculum GOLD

CURRICULUM

Curriculum used in the program Creative Curriculum

School Readiness

Synopsis of Head Start Child Outcomes 2012-2013

During the 2013-2014 program years, children attending Head Start have shown steady progress. The two groups, 3-4 year olds and 4 -5 year olds are represented in this report and growth in these groups is shown in the percentages between the Winter Checkpoint, in January, and the Summer Checkpoint, in June.

The 3-4 year olds all have shown growth in all of the developmental areas but are not meeting the expectations. Significant gains were shown in the areas of language and math.

For the 4-5 year olds, the children showed growth in all of the developmental areas and in the areas of social/emotional, physical, language, and cognitive the children are exceeding expectations. The outlier for the 4-5 year olds was literature and math where the children did not meet the expectations.

Overall, the 2012-2013 program years saw significant growth among enrolled children. The percentage of children meeting or exceeding expectations increased in 4 of a possible 6 domains. The largest increase was in the area of cognition among the 4-5 year olds.

	January	June
Social-emotional	80.5%	92.7%
Physical	58.5%	97.7%
Language	46.3%	85.4%
Cognitive	63.4%	92.7%
Literacy	78.0%	90.2%
Mathematics	58.5%	87.8%

4-5 year old children

Social/emotional	21.4%	71.4%
Physical	35.7%	64.3%
Language	14.3%	71.4%
Cognitive	28.6%	92.9%
Literacy	57.1%	64.3%
Mathematics	21.4%	57.1%

TRANSPORTATION

CAECI maintains 13 buses to provide door to door transportation for most of the children enrolled in the program. All buses meet Federal and State School Bus transportation regulations. CAECI employs a Bus Driver and Bus Aide for each individual bus.

PROGRAM GOVERNANCE

A Policy Council is established as a formal system of program governance, which provides opportunities for shared decision making. Families have the opportunity to be elected as a voting representative of the Policy Council by their peers at their parent meetings. In this capacity, parents participate as policy-makers and decision-makers of the program. Policy Council members work with staff to develop goals, determine recruitment and selection criteria, perform on-going assessment of the program, decisions for hiring and terminating staff, and personnel policies. In addition, the group approves all program plans, program design options, grant applications, and selection of community representatives to the council.

In order to allow more parents to participate in the decision-making aspect of the program, all parents are invited to participate in center parent meetings, facilitated by parents, with the support and assistance of staff. Parents also serve on the Health Advisory Committee to provide a parent perspective and give input to program design and implementation.

The CAECI Board of Directors has the responsibility for the oversight of program operations and accountability for the Federal funds received. Its membership consists of an equal number of Public, Private and Client representatives.

AUDITOR'S REPORT

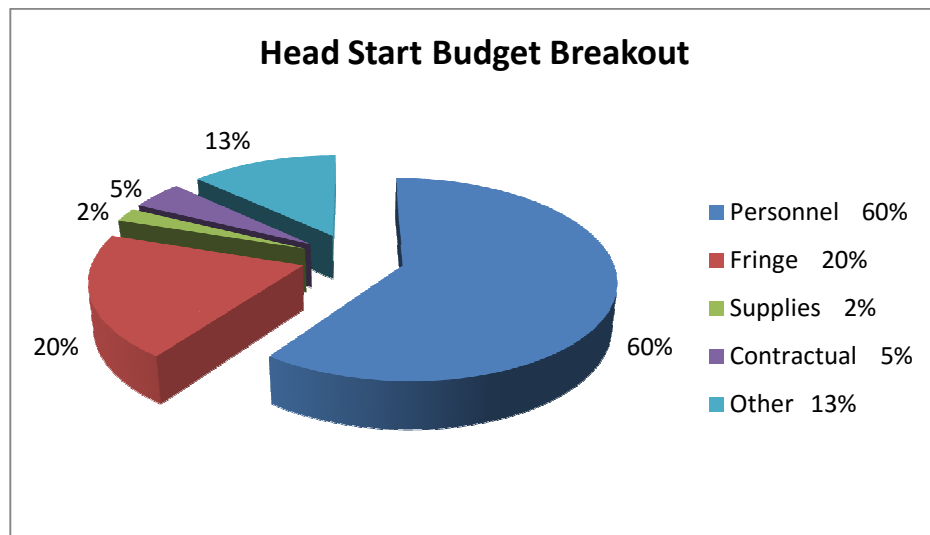
The independent auditor's report prepared by Gauthier and Kimmerling, CPA, LLC, Indianapolis, noted no questioned costs or matters considered to be material weaknesses.

HEAD START BUDGET BREAKOUT

Head Start Budget Breakout:

60% Personnel
20% Fringe Benefits
2% Supplies
5% Contractual
13% Other

HEAD START BUDGET BREAKOUT



MISSION STATEMENT

To provide opportunities through comprehensive services for children and families to enhance their lives.