



Annual Program Performance Report

2012-2013

REGION IX HEAD START

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Program Description

Head Start is a Federal program that provides comprehensive child development services to economically disadvantaged children and families, with a special focus on helping preschoolers develop the early reading and math skills they need to be successful in school. The Head Start program in Lincoln County is operated by Region IX Education Cooperative and supported by local public schools.

Head Start promotes school readiness by enhancing the social and cognitive development of children through the provision of educational, health, nutritional, social, and other program to enrolled children and families. They engage parents in their children's learning and help them in making progress toward their educational, literacy and employment goals. Coordination with local school districts ensures that children with disabilities receive services alongside their peers. Significant emphasis is placed on the involvement of parents in the administration of local Head Start programs. (Adapted from OHS website)

Population Served

The Region IX Head Start program received funds to serve 125 children and their families. During the 2012-2013 school year, the program served 136 children and 129 families in the communities of Capitan, Hondo, and Ruidoso.

Funding Sources

The Head Start Program's fiscal year is January 1-December 31. In Fiscal year 2012, the program received \$883,121 Federal funds with a \$220,780 in Non-Federal Share match. For grant year 2013 the program received a 5.27% decrease in funds due to Congressional Sequestration. The program received \$837,433 with a \$209,358 Non-Federal Share match for Fiscal Year 2013. For grant year 2013, the program is awarded \$837,433 in Federal Funds with a required \$209,358 Non-Federal Share match. During the Region IX 2012-2013 Fiscal year the Head Start Federal Expenditures totaled \$879,220 in service to preschool children and their families in Capitan, Hondo, and Ruidoso.

Budget

2012-2013-Expenditures		2013 Proposed			
Line Item State of New Mexico Categories	Expenditures	Line Item Head Start Categories	Program Operation	Training/ Technical Assistance	Non- Federal Share
Instruction	\$346,640	Personnel	\$489,594	\$3,000	\$96,770
Support Services (SS)-Student	\$210,603	Fringe	\$215,559		
SS-Instruction	\$ 70,864	Travel	\$ 200	\$2,448	
SS General Administration	\$ 78,061	Supplies	\$ 18,671	\$ 500	

Central Services	\$ 56,215	Contractual	\$ 13,849	\$3,167	
Operation & Maintenance of Plant	\$ 25,543	Other	\$ 31,021	\$7,060	\$112,588
Student Transportation	\$ 47,216	Indirect cost	\$ 52,364		
Food Services Operations	\$ 12,157	Total	\$821,258	\$16,175	\$209,358
Community Services Operations	\$ 2,149	Region IX Fiscal Year- July 1-June 30 Head Start Fiscal Year – January 1-December 31			
Total	\$879,220				

Audit Report - There were no audit findings related to the Head Start program for the Fiscal Year 2012. Please see the *Financial Overview* of the complete Region IX Annual Performance Report for complete grantee financial details.

Entrepreneurial Revenues to support REC IX Operational:
2012 – \$69,943 and 2013 - \$61,321

Federal On-site Monitoring Review

Head Start programs on a national level are reviewed for compliance by a Federal team every three years. The last tri-annual review for the Head Start program was conducted from February 27-March 2, 2012. During this review two areas were cited as non-compliance. The findings were as follows: *Part 92-Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments (Subpart C-Post Award Requirements) 92.24 Matching or cost sharing. (g) Appraisal of real property. In some cases under paragraphs (d), (e) and (f) of this section, it will be necessary to establish the market value of land or a building or the fair rental rate of land or of space in a building. In these cases, the Federal agency may require the market value or fair rental value be set by an independent appraiser, and that the value or rate be certified by the grantee. This requirement will also be imposed by the grantee on subgrantees.* The grantee did not ensure the value claimed for donated space was based on fair rental value as determined by an independent appraiser for space claimed at the Nob Hill Early Childhood site. The second finding was as follows: *Sec.648A. Staff Qualifications and Development (g) Staff Recruitment and Selection Procedures-Before a Head Start agency employs an individual, such agency shall – (3) obtain—(A) a State, tribal, or Federal criminal record check covering all jurisdictions where the grantee provides Head Start services to Children.* The grantee hired an individual 5 working days before the criminal history was obtained. The employee was hired to attend mandatory training and was not in contract with children or families during this time.

Staff and Education

Position	Masters Degree	Bachelors Degree	Associates Degree	Some College	High School Diploma/GED
Director	1				
6 Teachers	1	2	3		
6 Teacher Assistants			2	3	1
Area Service Managers		2			
3 Coordinators			2	1	

Position	Masters Degree	Bachelors Degree	Associates Degree	Some College	High School Diploma/ GED
3 Bus Monitors					3
1 Meal Service/Custodian					1

Average Enrollment & Average Daily Attendance (ADA)

	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	Avg.
Enrollment	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%
ADA	90%	91%	87%	83%	79%	83%	82%	80%	80%	84%

Physical & Dental Examination Received

# of Children	Physical Exams	Treatment Needed	Treatment Received	Dental Exams	Treatment Needed	Treatment Received	Over Weight	Obese
136	131	11	8	135	17	8	19	18
%	96%		73%	99%		47%	14%	13%

Research Based Curriculum

The Head Start program uses the *DLM Early Childhood Express* curriculum which is a holistic, child-centered program that nurtures each child by offering carefully selected and carefully sequenced learning experiences. It provides a wealth of materials and ideas to foster the social-emotional, intellectual, and physical development of children. At the same time, it nurtures the natural curiosity and sense of self that can serve as the foundation for a lifetime of learning. For the 2013-2014 school year, the program will be using Creative Curriculum.

Teaching Strategies Gold/School Readiness Goals

Teaching Strategies GOLD® is an authentic observation-based assessment system for children from birth through kindergarten. The Region IX Head Start program implemented this tool during the 2012-2013 school year. *Teaching Strategies Gold®* presents progressions of development and learning for objectives in the areas of social-emotional, physical, language, and cognitive development and in the content areas of literacy, mathematics, and English-language acquisition. Indicators and examples enable tool administrators to rate children's knowledge, skills, and behaviors on a 10-point scale of "Not Yet" to level 9. Furthermore, with the exception of those for English language acquisition, the progressions use colored bands to show widely held expectations for various ages and for various classes/grades. At a glance, these colored bands show educators and families which skills and behaviors are typical for children of a particular age or class/grade. The bands help teachers manage the complexity of young children's development, which *Teaching Strategies Gold®* recognizes as being uneven and rapidly changing. They also help teachers and families understand that expectations for a particular age or class often overlap expectations for another. (*adapted from: teachingstrategies.com*)

**Teaching Strategies Gold Assessment Snapshot Report for all Children
Cycle 1, 2 & 3**

Areas of Development	Below			Meeting			Exceeding		
	Cycle 1	Cycle 2	Cycle 3	Cycle 1	Cycle 2	Cycle 3	Cycle 1	Cycle 2	Cycle 3
Social Emotional	35%	18%	9%	36%	74%	52%	2%	8%	40%
Gross Motor	35%	24%	4%	35%	76%	83%			13%
Fine Motor	23%	12%	3%	77%	82%	84%		6%	13%
Language	34%	20%	6%	65%	75%	66%	1%	5%	28%
Spanish Language	33%	19%	4%	67%	81%	96%			
Cognitive	33%	15%	7%	66%	66%	54%	1%	19%	39%
Literacy	40%	12%	6%	60%	81%	48%		7%	45%
Spanish Literacy	17%	14%	13%	83%	86%	88%			
Mathematics	50%	17%	7%	50%	78%	35%		5%	30%

School Readiness Goals

The School Readiness Goals (SRGs) were developed by a committee that consisted of teachers, coordinators, managers, parents, and input by the kindergarten staff. The Committee was lead by the Education Supervisor, who ensured the committee met 3 times a year to review data and make adjustments to the curriculum and family engagement activities as necessary. The SRG are aligned with New Mexico Early Learning Guidelines, Common Core Standards, and Head Start Family, Parent, and Community Outcomes.

Parent Engagement

During the 2012-2013 school year, 214 parents and or community volunteers participated in a minimum of one activity related to the education of their children. Some of the Parent Engagement activities included: Monthly Parent meeting with specific training topics, such as pedestrian safety, governance, positive guidance, nutritional snacks, wildfire prevention, stress management, and summer activities; weekly distribution of Family Snippets for School Readiness; opportunities to view Conscious Discipline DVDs; and Holiday Decoration workshop with Stress Buster ideas. The Fatherhood group sponsored a Rocket-making home activity and took a family field trip to the Space Hall of Fame in Alamogordo. In addition the Fatherhood Group hosted the first annual Science Fair and the annual end-of-the year Little Olympics. Several workshops from Parents Reaching Out (PRO) were offered to families with children with disabilities. A group of currently enrolled parents were elected to the Policy Council which is comprised of of 51% of current Head Start parents and 49% of former Head Start parents and/or community

representatives. The Policy Council meets monthly during the school months and is directly involved in the development, review, and approval of program policies, plans, and hiring and termination of staff.

Preparing for Kindergarten and Transition Activities

Head Start children and their families began the transition process to kindergarten in small increments throughout the year with information and activities that help them know and learn what to expect in school. At the last home visit for the year, Head Start/preschool teacher assisted parents in completing Kindergarten registration paper work and prepare for the developmental screenings. In addition, children participate in activities such as visits to the cafeteria, playground, school bus, and classroom. All children's progress is assessed and tracked to ensure they are receiving the best opportunities to help them prepare for kindergarten and beyond.