

# SCURRY COMMUNITY SERVICES, INC.



## 2012-2013 Annual Report

### Mission Statement

“Creating leaders of tomorrow with children of today”

### Vision Statement

“To maintain a center of excellence that so positively affects the lives of children and their families that we can improve the future of our community”

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## **Introduction**

Scurry Community Services, Inc. is a non-profit corporation begun as Snyder Child Day Care Center in 1971 to care for the children of parents who are working or attending school. The Head Start program was added to our agency in 1991. It is a federally funded program for children 3-5 years of age. The Early Head Start program for children birth to age 3 was begun in 2001.

Scurry Community Services, Inc. has successfully provided comprehensive child development services for children birth-5 years of age. Services include education, nutrition, health, medical, dental, parental involvement and social services.

The purpose of Scurry County Head Start is to promote the school readiness of low-income children by enhancing their cognitive, social, and emotional development in two ways:

1. The learning environment will support children's growth in language, literacy, mathematics, science, and emotional functioning, creative arts, physical skills, and approaches to learning; and
2. Each family will be provided with health, educational, nutritional, social, and other services when necessary based on the family's needs assessments.

Scurry County Head Start currently serves 77 children throughout Scurry County in one center that houses all three programs; Scurry County Head Start, Scurry County Early Head Start, & Snyder Child Day Care Center. The Early Head Start program serves 56 children and 8 pregnant mothers.

## **PROGRAM OVERVIEW- SCURRY COUNTY HEAD START**

Head Start endeavors to strengthen the ability of disadvantaged children to cope with school by providing a program to meet their emotional, social, health, nutritional, and psychological needs in nurturing and stimulating environments.

### **Learning**

Children are provided with a variety of age appropriate early childhood education learning experiences to foster intellectual, social, and emotional growth. Head Start children participate in indoor and outdoor play, are introduced to the concepts of words, numbers and other pre-kindergarten skills, are encouraged to express their feelings, develop self-confidence, and the ability to get along with others. Children with disabilities are included with typically developing children.

### **Health Services**

Children are provided with comprehensive medical, dental, mental health, and nutritional services, including meals/snacks each day. Head Start refers children to needed community resources and pays for services when families are unable to pay.

### **Parent Engagement**

Parent involvement is the key ingredient to the success of Head Start children and their families in meeting many of their goals. Participation includes volunteering in the classroom, actively participating in home visits, making decisions regarding budgets, curriculum planning, staff hiring, training, participation in the annual self-assessment and all aspects of Head Start.

### **Family Assistance**

Families are provided with social service assistance to assess and better meet their various needs. Parents are provided information regarding the emotional, social, health, nutritional, and psychological needs of their children and educational/literacy activities that can be carried out at home.

**PROGRAM OVERVIEW- SCURRY COUNTY EARLY HEAD START**

The mission of the Early Head Start program is to provide comprehensive child development and family support services to pregnant women and families with infants and toddlers birth to age three. Early Head Start focuses on healthy cognitive, physical, social and emotional development of infants and toddlers. We also promote healthy outcomes for pregnant women and support positive family relations. Father/male participation is encouraged. Early Head Start strives to have the greatest impact on participating children by offering supportive services as early in life as possible. The prenatal period of growth and development has a lasting impact on the child's potential for healthy growth and development after birth. Early Head Start programs provide services to pregnant women and their families through the child's first three years of life. Some of our expected outcomes include:

- to promote safe, healthy and developmentally enriched care given to infants and toddlers through an array of both home and group experiences
- to support family members as primary caregivers and educators of their children as they strive toward self-sufficiency
- to encourage parent involvement in all aspects of planning, implementing, and evaluating the EHS program
- to encourage Early Head Start families to participate in and advocate for comprehensive high quality services that support children and families within their communities

**A. Public and Private Fund Received**

Head Start and Early Head Start funds are received from the Administration for Children and Families. No other public or private funds are received. Funding for Scurry County Head Start is as follows:

Budget Period: May 1, 2012 -- April 30, 2013

Program Year: June 1, 2012 – May 31, 2013

FY 2013: Scurry County Head Start received a total of: \$594,416

Allocated as follows:

Head Start Program Operations:	500,344
Head Start Training & Technical Assistance:	12,652
Non-Federal Share:	128,249
Cost of Living Adjustment (COLA):	3,602
COLA-Non-Federal Share:	900
Non-Federal Share Waiver:	<b>&lt;51,331&gt;</b>

FY 2013: Scurry County Early Head Start received a total of: \$752,145

Allocated as follows:

EHS Program Operations:	665,440
EHS Training & Technical Assistance:	16,636

EHS Non-Federal Share:	170,519
Cost of Living Adjustment (COLA):	4,911
COLA-Non-Federal Share:	1,228
Non-Federal Share Waiver:	<106,589>

**B. Budgetary Expenditures FY 2013: Head Start**

	<b>Proposed Budget</b>	<b>COLA Eff. 8/12</b>	<b>Actual Expenses</b>
Personnel	\$388,919	\$392,365	\$377,696.16
Fringe	36,255	36,411	20,267.07
Travel	2,200	2,200	1,210.27
Equipment	0	0	0.00
Supplies	9,220	9,220	29,386.42
Contractual	11,050	11,050	13,222.03
Other	65,352	65,352	74,816.05

**Budgetary Expenditures FY 2013: Early Head Start**

	<b>Proposed Budget</b>	<b>COLA Eff. 8/12</b>	<b>Actual Expenses</b>
Personnel	\$517,672	\$521,514	\$491,410.70
Fringe	58,039	58,289	36,487.95
Travel	4,000	4,000	1,995.53
Equipment	0	0	0.00
Supplies	16,878	16,878	49,614.01
Contractual	14,550	14,550	14,557.00
Other	71,636	71,756	92,921.81

**C. Services to Families**

In school year 2012/2013, Scurry County Head Start provided services for children and families. The average monthly enrollment was 77. The funded monthly enrollment was 77. The program maintained 100% enrollment (as a percentage of funded enrollment) throughout the year. There total actual enrolled for the school year was 130. Most of the children served (97% or 126) were income eligible (including children below 100% poverty line, on public assistance, foster children, and homeless).

Children by Age	No. Enrolled	Type of Eligibility	No. Enrolled
3 years	81	Income below 100% of Federal poverty line	116
4 years	30	Receipt of public assistance (e.g., TANF, SSI)	3
5 years & older	19	Status as a foster child	1
<b>TOTAL</b>	<b>130</b>	Status as homeless	6
		Over income	4
		<b>Total</b>	<b>130</b>

In school year 2012/2013, Scurry County Early Head Start provided services for 108 children (including pregnant women) and families. The average monthly enrollment was 64. The program maintained 100% enrollment (as a percentage of funded enrollment) throughout the year. There total actual enrolled for the school year was 111. Most of the children served (98% or 109) were income eligible (including children below 100% poverty line, on public assistance, foster children, and homeless).

Children by Age	No. Enrolled	Type of Eligibility	No. Enrolled
Under 1 year	39	Income below 100% of Federal poverty line	105
1 year	18	Receipt of public assistance (e.g., TANF, SSI)	1
2 years	27	Status as a foster child	0
3 years	10	Status as homeless	3
Pregnant women	17	Over income	2
<b>TOTAL</b>	<b>111</b>	<b>Total</b>	<b>111</b>

**D. Accountability—Quality Assurance & External Review**

Monitoring the goals and activities of Head Start and Early Head Start programs is an ongoing process. Through the use of regular self-assessments, the Triennial Federal Review, and an annual fiscal audit, Scurry County Head Start and Early Head Start are able to maintain a high quality program and participate in continuous program improvement.

**Independent Audit**

An annual independent audit is conducted in compliance with the requirements described in the U.S. Office of Management and Budget (OMB) Circular A-133. The most recent audit found that Scurry Community Services, Inc. complied in all material respects with the requirements applicable to each of its major federal programs for the year ended December 31, 2012.

**Federal Review by the Secretary of Health and Human Services**

Scurry Community Service Inc.’s most recent follow-up Federal Review occurred on April 30, 2012 through May 2, 2012. The purpose of this follow-up review was to determine if the thirteen areas that were found to be in noncompliance from the previous year’s triennial review were corrected. The areas are as follows with the status after the follow-up review:

- Family Partnerships: Performance Standard 1304.40(i)(6)-**deficiency**
- Management Systems & Procedures: Performance Standards 1304.51(a)(1)(i) & 1305.3(c)(1-5); 1304.51(c)(1); 1304.51(g); 1304.51(i)(2)-**corrected**
- Human Resource Management: Performance Standard 1304.52(l)(3)-**corrected**

- Eligibility, Recruitment, Selection, Enrollment, Attendance: Performance Standard 1305.4(d)-**corrected**
- Center-based Option: Performance Standard 1306.32(a)(5)-**corrected**
- Developing Individualized Education Plans (IEPs): Performance Standard 1308.19(k)-**corrected**
- Program Governance: Head Start Act 642(c)(1)(E)(iv)(II); 642(c)(2)(D)(ii)-**corrected**
- Program Governance Administration: Head Start Act 642(d)(3)-**corrected**
- Annual Report: Head Start Act 644(a)(2)(A,D)-**corrected**

The follow-up review to determine if the agency corrected the deficiency is scheduled to be conducted in April 2013.

### **E. Services Measured—Medical and Dental Services**

Because good health and nutrition are important for learning, Scurry Community Services, Inc. focuses on children’s health. As required, all enrolled children have timely physical and dental exams and basic health screenings, including hearing, vision, health and nutrition; and follow-up referrals to medical and outside services.

Staff works with families to ensure follow-up services are received for any identified needs with appropriate medical and/or dental exams and treatment. Head Start achieved a 92% success rate for complete medical exams\* and a 99% rate for complete dental exams. Early Head Start achieved a 90% success rate for complete medical care and dental care.

\*Complete medical exams include all of the following elements: physical exam, complete immunizations, hearing and vision screening, height and weight measurements, and hemoglobin and lead screening.

### **F. Parent Involvement Activities**

Head Start and Early Head Start are programs designed to strengthen families and break the cycle of poverty. To make this happen, parents and caregivers are involved extensively in the programs’ governance activities. Staff promotes and fosters parent involvement as families participate in classroom experiences, weekly home visits, and/or bimonthly socialization. In addition, families are encouraged to develop leadership skills by participation in the Parent Committee, Policy Council, and the Health Services Advisory Committee.

The 2010-2011 school year parent involvement activities of Head Start Preschool and Early Head Start included:

- Classroom volunteers
- Home visits
- Socialization
- Field trips
- Monthly Parent Committee meetings
- Policy Council meetings
- Annual Program Self-Assessment
- Scurry Community Services Fair
- Open Houses
- Workshops & Parent Trainings

## **G. Preparation for Kindergarten**

Scurry County Head Start promotes the young child's school readiness in the areas of language and cognitive development, early reading and mathematics skills, social-emotional development, physical development and approaches to learning. The Early Head Start program also addresses all areas of development for infants and toddlers, which is also preparing them for kindergarten. Each child's skills and knowledge are assessed to ensure that the educational instruction and school readiness of children in the program are supported.

Scurry County Head Start and Early Head Start use Creative Curriculum as their classroom curriculum, which allows the teachers to teach creatively based on the needs of the children in their classroom.

### **Child Assessments**

Newly enrolled Head Start children are screened within 45 days of enrollment into the Head Start program using the Brigance Preschool Screening. Head Start children are assessed three times annually (four times for those that continue attending through the Summer Session). Children enrolled in Scurry County Head Start are getting a very good start for their academic careers. Teaching Strategies GOLD is the assessment tool used to assess and measure the outcomes of the children being served. The GOLD assessment will also be used to assess how Scurry County Head Start is meeting the needs of non-English speaking children and children diagnosed with a disability.

Early Head Start children are screened within 45 days of enrollment to identify infants and toddlers who need further evaluation for early intervention services. Staff uses a Brigance Screening, and the Teaching Strategies GOLD Assessment to evaluate the children's sensory modalities, social-emotional development, and the 8 domains of gross motor, fine motor, relationship to inanimate objects, language/communication, self-help, relationship to person, emotions and feeling states, and coping behavior. Children who are assessed "at risk" or "delayed" on any tool are referred for further evaluation and/or early intervention.

### **Transition Activities**

A transition plan exists with the Scurry Community Services, Inc. The following activities to ease the family and child's transition into kindergarten are noted below:

- Hold meetings with parents to discuss the transition process inviting SISD school officials, health specialists, disabilities coordinator if child has a diagnosed disability
- Arrange a trip to tour kindergarten at the local elementary
- Provide the parents with Kindergarten roundup information, including getting a signed Release of Information form from the parents to enable the transfer of records.