



2014-15

# Annual Report

## Vision

Transforming the future by making a difference in the lives of children and families.

## Mission

Spokane HS/ECEAP/EHS is a child development program that provides early childhood education, social services, and health services for eligible young children and families, including those with special needs.

We offer safe and secure environments that nurture child growth and development, and provide learning opportunities for children to enhance their skills and abilities for school success.

We support families in their role as the first teachers of their children, and encourage their active involvement in the program.

## Values

### *Empower Through Education*

We recognize the power of education to transform and enrich the lives of children and families. We support lifelong learning and foster individual development as a cornerstone for personal wellbeing and success.

### *Foster Respect, Inclusion and Diversity*

We welcome diversity and honor individuals for their unique contributions to the program.

### *Serve the Community*

We value partnerships within the community. Together we strive to anticipate and respond to community needs, collaborating to enhance services that enrich the quality of family life.



## Spokane Head Start/ Early Head Start

(509) 533-4800

<http://ccs.spokane.edu/head-start>

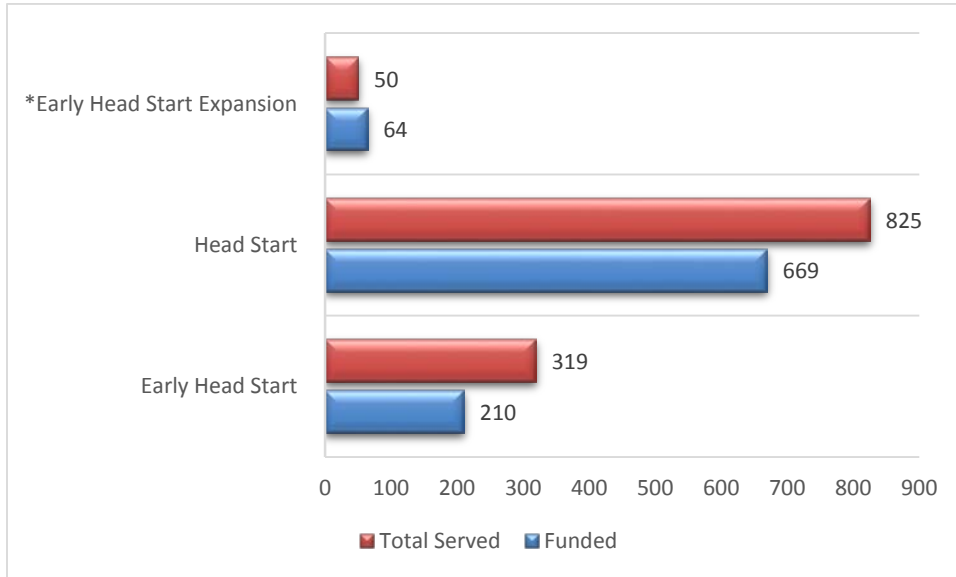
[www.facebook.com/Spokane.HS.ECEAP.EHS](http://www.facebook.com/Spokane.HS.ECEAP.EHS)

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# CHILDREN AND FAMILIES

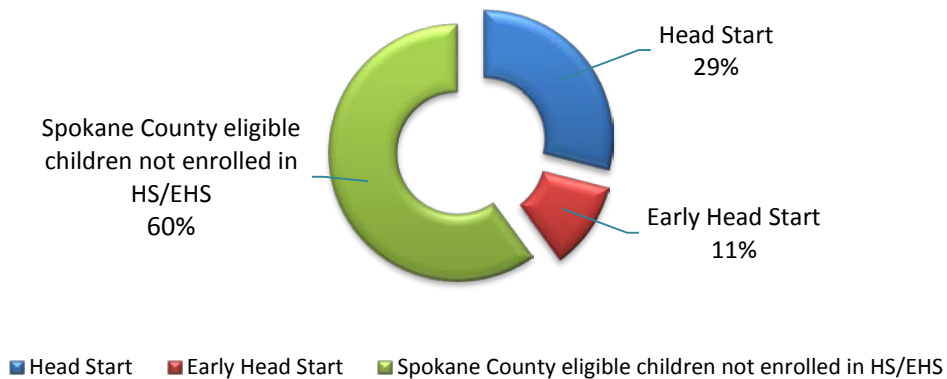
## Total Number of Children and Families Served



\*Since this grant was awarded mid-year, not all classrooms were licensed and ready to begin services.

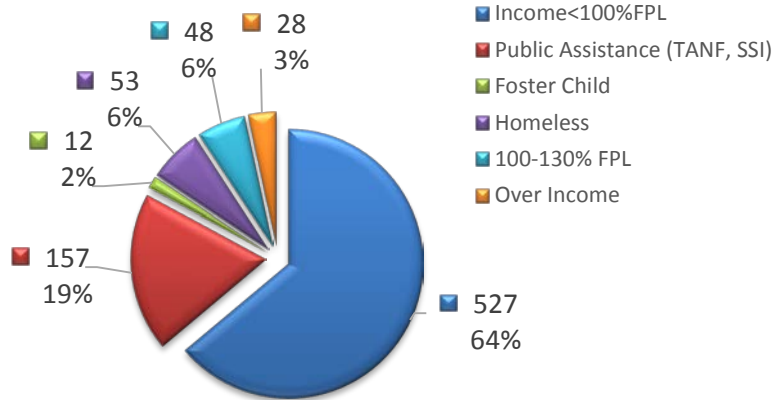


## Percentage of Eligible Children Served

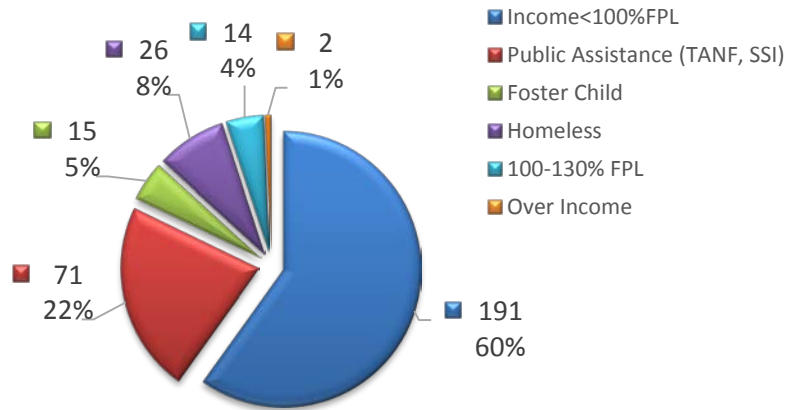


# Types of Eligibility

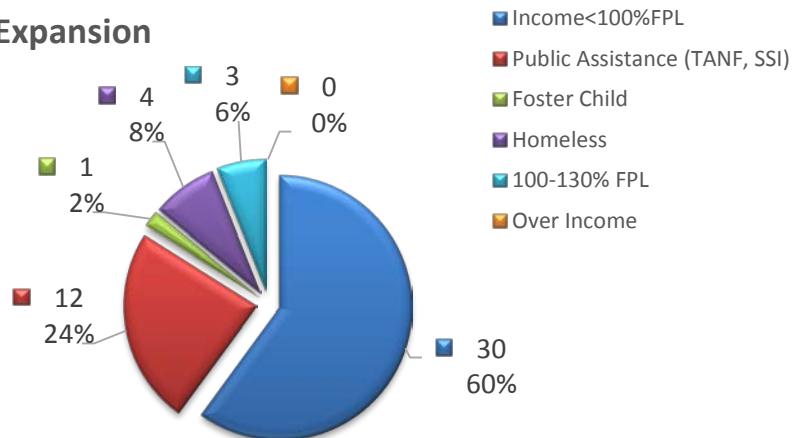
## Head Start



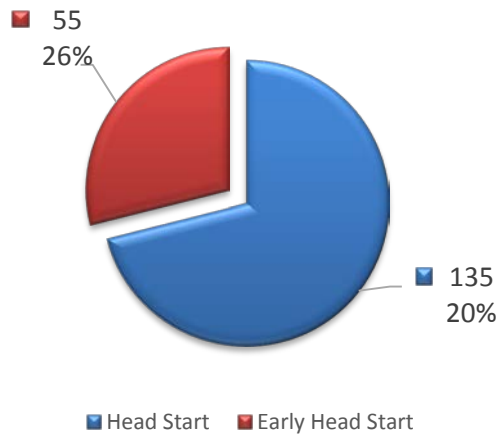
## Early Head Start



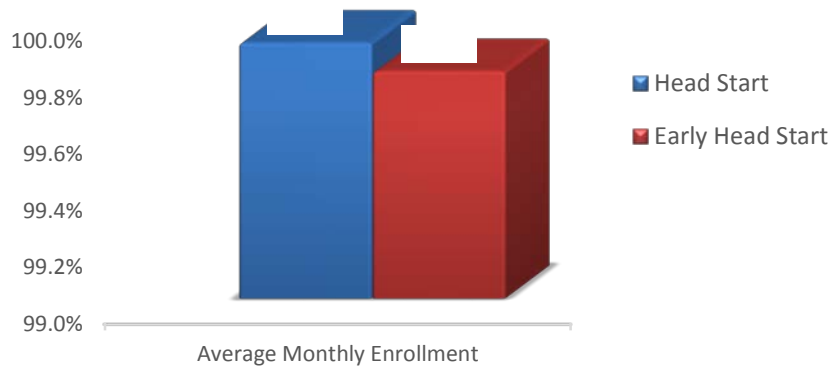
## Early Head Start Expansion



## Children with Disabilities

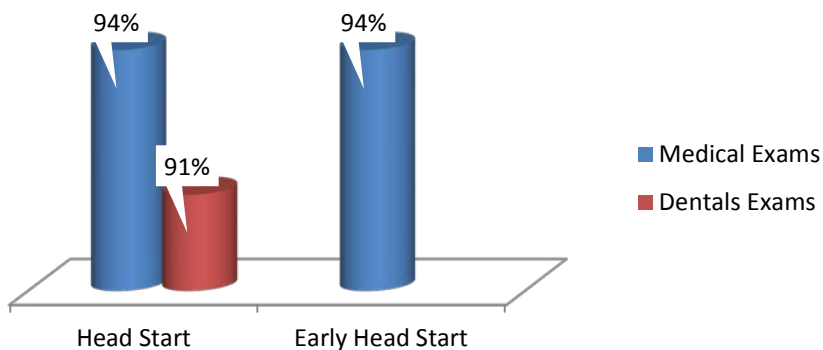


## Average Monthly Enrollment



## Percentage of Enrolled Children Receiving Medical and Dental Exams

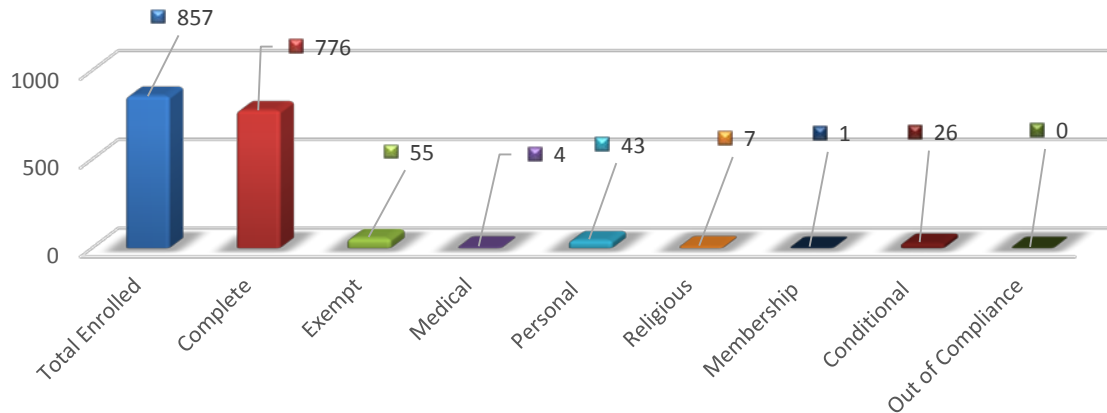
The program works with enrolled families to ensure children have medical and dental homes so well-child and dental exams, immunizations, and treatments can be received as needed.



*(Dentals not required for Early Head Start.)*

## Vaccine Completions and Exemptions

### Head Start/Early Head Start Vaccine Completions and Exemptions 2014-15



## Individual Health Plans Severity

Site Enrollment	789
Life-Threatening	36
Chronic	57
Acute	2
Total	95
Percentage	12%



## MOST RECENT REVIEW RESULTS BY OFFICE OF HEAD START

The most recent triennial program monitoring review was conducted November 3-11, 2013. The program was in full compliance in the following areas: Program Governance; Fiscal Integrity; Eligibility/Recruitment/Selection/ Enrollment/Attendance; Child Health & Safety; Family & Community Engagement; Child Development & Education.

An area of strength was noted: “Community Colleges of Spokane’s Head Start/Early Head Start program partnered with Washington State University (WSU) to conduct a landmark study regarding how early learning programs would be able to improve child and family outcomes by addressing the traumatic

effects of adverse childhood experiences (ACEs). Through a grant from the U.S. Department of Justice to WSU, Spokane Head Start was developing and testing strategies to improve the recognition of ACEs, provide educational adaptations to address the effects of ACEs, and deliver parenting support programs for the most at-risk families.”

One area out of ten in Management Systems was an area of non-compliance: (Sec. 641 A (g)(1) Self-Assessment – The Self-Assessment did not include reviews in the areas of Fiscal Management, Program Governance, or Management Systems.

Follow-up corrective action: All necessary documentation was submitted to the Head Start Region X office in April 2014. On May 2, 2014, ACF conducted a monitoring review of the WA ST Community College District #17 Head Start and Early Head Start program to determine whether the previously identified findings had been corrected. “Based on the information gathered during our review, we have closed the previously identified findings. Accordingly, no corrective action is required at this time.” OHS has determined that our program did not meet any of the conditions outlined in 45C.F.R. Part 1307.3 of the Head Start Program Performance Standards Designation Renewal System (DRS). As a result, our organization is currently eligible for a non-competitive five year grant award to operate the Head Start and Early Head Start programs.

## CLASS (Classroom Assessment Scoring System)

As a grantee serving preschool age children in the center-based option, all the Spokane Head Start preschool classrooms were observed in the fall of 2014 and spring of 2015 using the Classroom Assessment Scoring System (CLASS). The observations were completed by the program Education Component Specialists and contracted Education Specialists from outside the organization. The classroom observation instrument looks at the teacher/child interaction, as well as interactions between children.

- **Emotional Support** assesses the degree to which teachers establish and promote a positive climate in their classroom through their everyday interactions.
- **Classroom Organization** assesses classroom routines and procedures related to the organization and management of children's behavior, time, and attention in the classroom.
- **Instructional Support** assesses the ways in which teachers implement the curriculum to effectively promote cognitive and language development

The median scores from the spring observations are as follows:

- Emotional Support – 6.23
- Classroom Organization – 5.77
- Instructional Support – 4.08.

At the national level, in 2015, 227 Head Start grantees received CLASS® reviews. The table below reflects the results of the reviews with the fourth column reflecting the result from the program’s spring observations.

**OHS CLASS Descriptive Statistics, 2015**  
**National Distribution of Grantee-Level Domain Scores**

Domain	Lowest 10%	Median (50%)	Highest 10%	Spokane Scores*
Emotional Support	5.66	6.04	6.37	6.23
Classroom Organization	5.27	5.82	6.28	5.77
Instructional Support	2.23	2.78	3.69	4.08

\*Spokane Head Start federal review data added for comparison.

## KINDERGARTEN READINESS

Spokane Head Start staff facilitates transition from preschool to kindergarten for children and families. Staff encourages families to participate in site and classroom transition activities such as, field trips to neighborhood elementary schools, transition nights, and mock kindergartens in the classrooms. Staff provide a variety of parent training opportunities including inviting past parents to attend parent committee meetings to share their experiences, and brochures on kindergarten skills and how to prepare children for kindergarten. Kindergarten registration information is provided at Policy Council and at sites in March when local elementary schools begin the registration process.

Meetings with Head Start and School District staff are conducted for children with Individual Education Plans or as needed for the success of the individual child. Staff completes the Kindergarten Transition Checklist, including transition information from parents, for all kindergarten-bound children during the final parent/teacher conference of the program year. With parent permission, these forms are forwarded to the child's Spokane public school.

### Kindergarten Readiness Numbers for Head Start

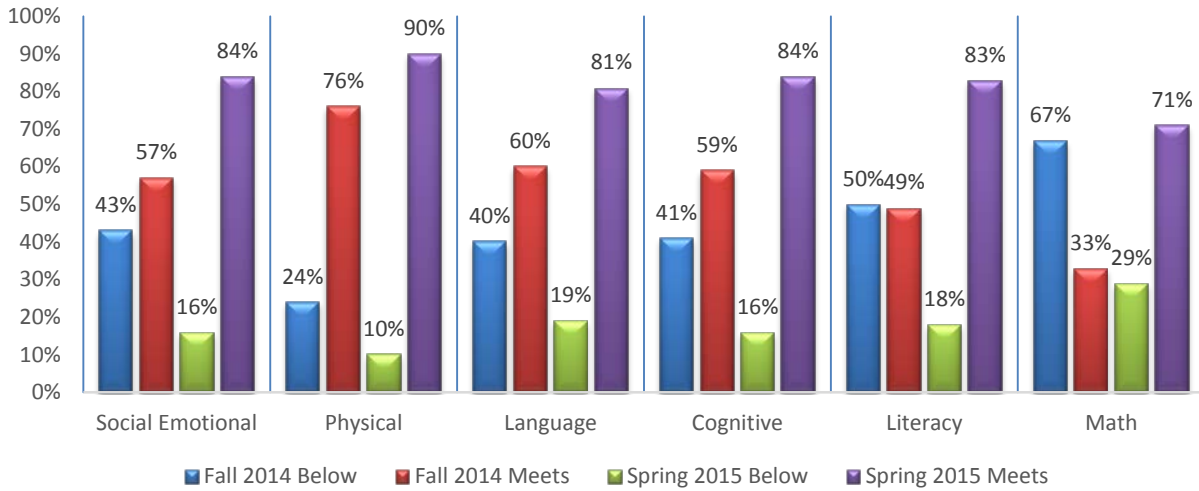
In order to assess kindergarten readiness, assessment results for children ages 4-5 were reviewed for five areas:

- Social-emotional
- Language
- Cognitive
- Literacy
- Physical development (which includes gross and fine motor)

Results indicate, overall, children leave Head Start ready for kindergarten. A comparison of fall Teaching Strategies Gold data to spring data shows marked improvement in all areas. Considerable growth is shown in all areas with a small percentage of children scoring in the "Below" expectation range. Included in this data are: children who enrolled later in the school; children with special needs who represent almost 18% of our total preschool enrollment; and younger preschoolers who will stay with us and not move on to kindergarten.



### Head Start Child Outcomes Fall 2014/Spring 2015



## FAMILY SERVICES

### Parent and Family Engagement

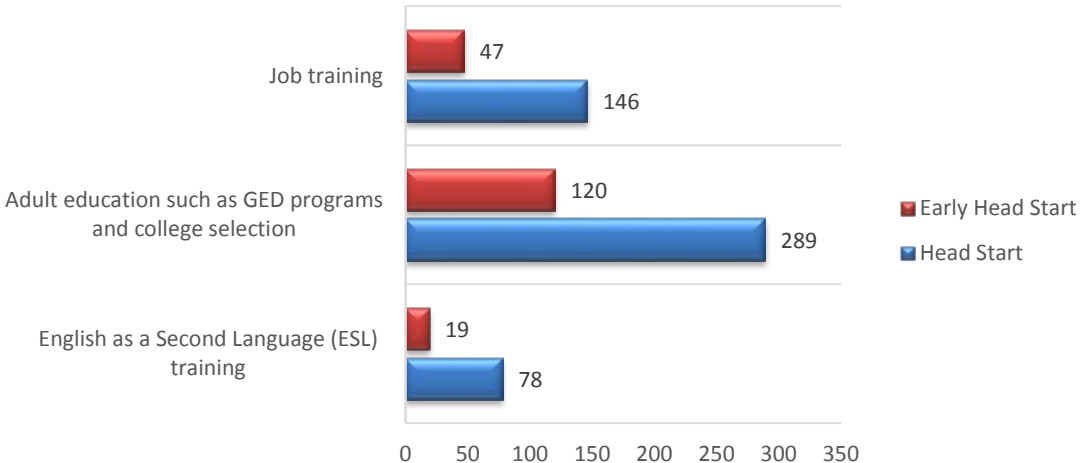
The program recognizes the importance of parents as their child’s first teacher and encourages parents to take an active role in their child’s education. From the first meeting with parents to developing a plan for transitioning to kindergarten, parents are given numerous opportunities to be involved with their child’s experience at Head Start/Early Head Start. The following are some ways in which parents can become involved.

Activity	Details
<b>Opportunity to develop partnership agreements and family goals</b>	Offered to all enrolled families.
<b>Parent Committee meetings</b>	Sites offer parent meetings based on site parent preference.
<b>Policy Council and Program Committee meetings</b>	Parent representatives are elected from each site and participate and share in the decision making process for the program. Parents participate on program committees such as ERSEA, self-assessment, and search committees.
<b>Self-Assessment</b>	Parents participate in-program self-assessment activities, including completing site health and safety checklists and parent satisfaction surveys.
<b>Volunteer Opportunities</b>	Parents are invited and trained to be volunteers for all areas of program services.

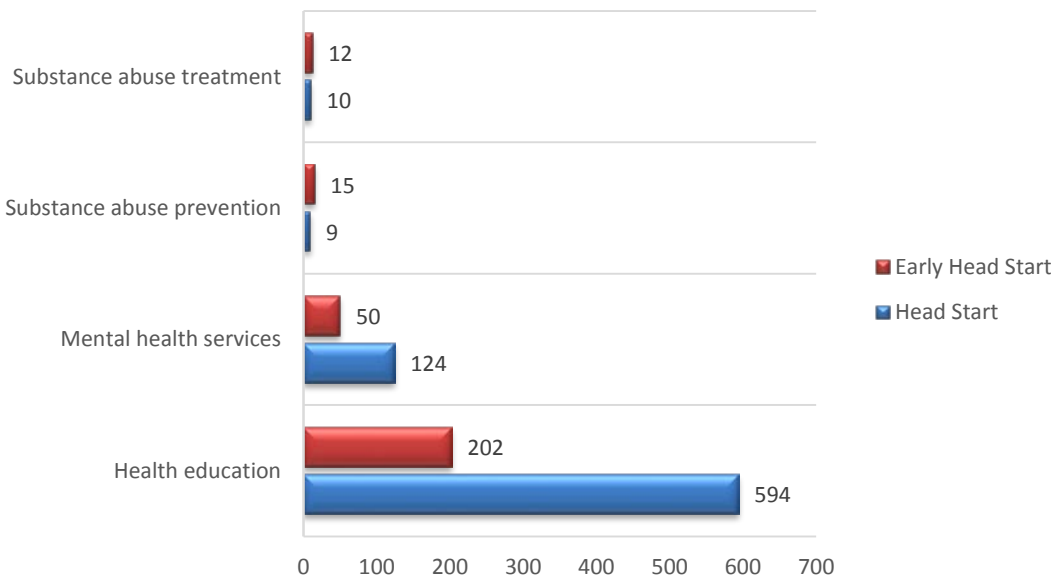
Activity	Details
<b>Male Involvement</b>	Sites offer Male Involvement activities, including site Men and Children (MAC) nights.
<b>In Home Activities</b>	Each week parents participate in supporting their child's education goals through home activities.
<b>Parent Trainings</b>	Parents are offered training opportunities based on parent request and federal performance standards topics, such as: <ul style="list-style-type: none"> <li>• Pedestrian Safety</li> <li>• Emergency Preparedness/Fire Safety</li> <li>• Nutrition – food prep, meal planning</li> <li>• Mental Health: child and family</li> <li>• Parenting skills</li> <li>• Child development</li> <li>• Child Abuse/Neglect</li> <li>• Leadership</li> <li>• Advocacy</li> </ul>
<b>Home Visits/Conferences</b>	Staff conducts two educational home visits and two parent/teacher conferences each program year to discuss child's developmental progress, set new learning goals, and prepare for school readiness. Early Head Start Home Visitors offer weekly educational home visits.
<b>Family Activity Nights</b>	Sites offer family activities throughout the year. Examples: Math, literacy, cooking, and culture.

## Services Provided to Families

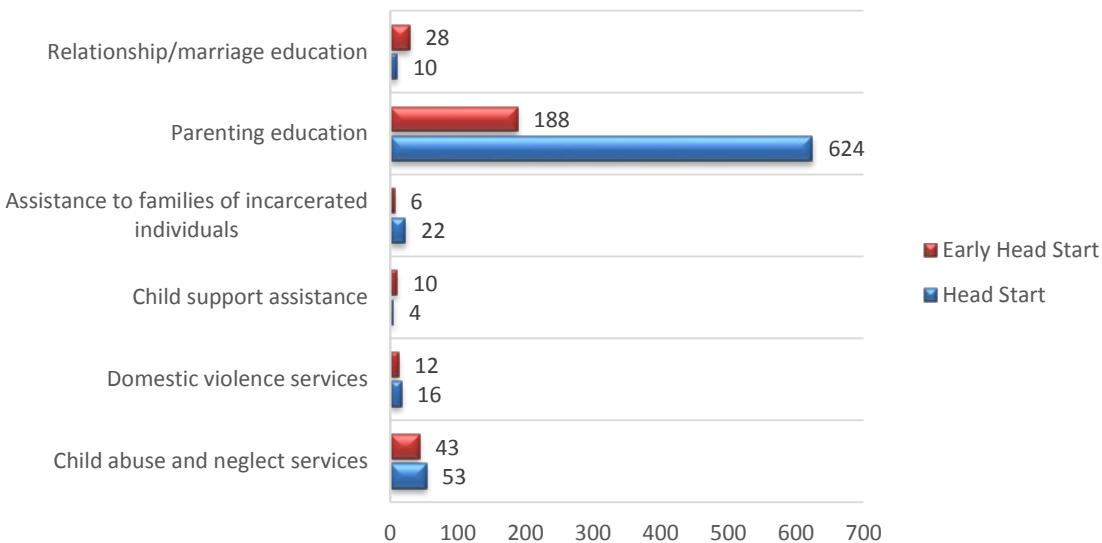
### Number of Families Pursuing Education or Job Training



## Number of Families That Received Health and Mental Health Services



## Number of Families Receiving Specific Social Services/Referrals



## Parent Survey Feedback

A parent satisfaction survey is conducted annually to assist with program planning and improvement. Below are parent comments about their satisfaction with Head Start/Early Head Start services:

- My daughter loves to attend and she is learning so much.
- I really enjoy how the staff keeps me informed on my child's performance and growth in class.
- I am grateful for the teachers and staff. My child loves school because of them! Thank you for all that you do!
- Thank you for all the outstanding support, without this program my education would not be possible

- I appreciate the chance my child has been given to learn and socialize with others in the same age group. The amount it has taught my child is evident to everyone! GREAT PROGRAM!
- I am very glad that my child was able to attend Head Start preschool. Not only did the teachers, but also the family coordinator, made my family feel welcomed and feel important. Thank you.



## FISCAL

### Budget Report

#### Head Start/Early Head Start Grants (Funding November-October)

##### Funding FY 2015 (12 months):

Federal DHHS: Head Start/Early Head Start	\$8,142,948
Local Student Government	188,284
Local Child Care/Other	652,677
<b>Total</b>	<b>\$8,983,909</b>

##### Budget Expenditures FY 2015 (12 months):

Personnel	\$5,435,924
Fringe Benefits	2,025,903
Travel	14,211
Equipment	28,114
Supplies/Materials: Includes non-consumables	212,095
Other	499,697
Indirect Costs	767,965
<b>Total</b>	<b>\$8,983,909</b>

##### Proposed Funding FY 2016 (12 months):

Federal DHHS: Head Start/Early Head Start	\$8,724,563
Local Student Government	162,151
Local Child Care/Other	751,222
<b>Total</b>	<b>\$9,637,936</b>

##### Proposed Budget FY 2016 (12 months):

Personnel	\$5,702,272
Fringe Benefits	2,499,103
Travel	21,212
Supplies/Materials: Includes non-consumables	140,306
Other	577,077
Indirect Costs	697,966
<b>Total</b>	<b>\$9,637,936</b>

## Early Head Start Expansion Grant (Funding March 2015 – August 2016 the first year)

### Proposed Funding FY 2016 (18 months):

Federal DHHS: Early Head Start	\$2,218,224
Local Student Government	28,971
Local Child Care/Other	464,027
<b>Total</b>	<b>\$2,711,222</b>

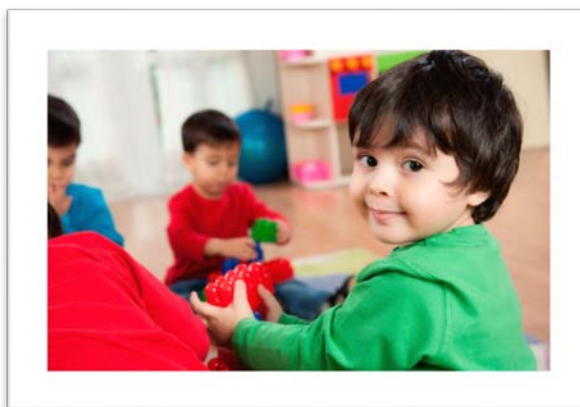
### Proposed Budget FY 2016 (18 months):

Personnel	\$1,544,682
Fringe Benefits	637,807
Travel	12,648
Supplies/Materials: Includes non-consumables	144,235
Other	202,933
Indirect Costs	168,917
<b>Total</b>	<b>\$2,711,222</b>

Washington State Community College District 17 (Community Colleges of Spokane) was awarded Early Head Start expansion through a national competition for the budget period March 1, 2015 through August 31, 2016. The total approved budget for this 18 month period included \$1,279,680 for operations during the first 12 months and \$31,992 awarded for training and technical assistance. The total award for the 18 months is \$1,919,520. The budget report is an estimation of expenditures since the timeline extends beyond this annual report. This funding is to serve an additional 64 children located at three locations, Northeast Child Development Center, Spokane Falls Community College, and West Boone Early Head Start Center.

## Financial Audit

The financial audit for Spokane Head Start/Early Head Start is included as a part of the State of Washington Single Audit conducted by the Washington State Auditor's Office annually. The next audit will be released March 2016, and will cover the audit period of July 1, 2014 through June 30, 2015. Once it is released, the full report will be available by request.



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