



**ANNUAL REPORT – 2010-2011**

**ACES Middlesex County Early Head Start (EHS) Partnership Mission & Purpose:**

- The **mission** of the EHS Partnership is to ensure that the cornerstones of child development, family development, staff development, and community building are in place for Middlesex County’s income eligible expectant families or families with infants and toddlers through age three.
- The **purpose** of the EHS Partnership approach is to utilize existing family and child services, and to expand their capacity to provide the comprehensive array of family and child supports unique to the Head Start experience.

**The goal of this program is to promote the development of 70 infants/toddlers and pregnant women, and enable parents to fulfill their roles as parents and move toward self-sufficiency. The ACES Middlesex County Early Head Start Partnership services families in the towns of Middletown, Portland, Cromwell, Old Saybrook, Westbrook and Clinton.**

The Early Head Start Partnership Program has:

- 2 approved program options for families:
  - The Home Visiting Program – 50 slots
  - The Combination Program – 15 slots (for toddlers 24 months and older)
- 5 additional slots for expectant mothers

The following reflects funded enrollment, funding sources and activities for ACES Middlesex County Early Head Start Partnership for the fiscal year ending September 29, 2011 in accordance with Head Start Act 644(a)(2).

**Total amount of public and private funds received and the amount from each source:**

Total Federal Share: \$866,068.00

Total Year 1 Federal Carry Forward: \$174,776.00

Total Non-Federal Share (In-Kind Contributions): \$262,093.00 (see chart below)

**Explanation of budgetary expenditures for fiscal year period 9/30/10 – 9/29/11:**

	REV.COMBINED BUDGET	EXPENDITURES 10/1/10-6/30/11	EXPENDITURES 7/1/11-9/29/11	BALANCE as of 9/29/11
<b>OPERATIONS</b>				
Personnel	218,953	149,382	69,571	-
Fringe Benefits	51,123	38,430	12,693	-
Travel	20,495	7,218	13,277	-
Equipment	-	-	-	-
Supplies	33,230	15,151	18,079	-
Contractual	471,083	205,055	266,028	-
Other	91,688	55,279	36,409	-
Total Direct Costs	886,572	470,515	416,057	-
Indirect Costs	75,979	15,184	60,795	-
<b>OPERATIONS TOTAL</b>	<b>962,551</b>	<b>485,699</b>	<b>476,852</b>	<b>-</b>

<b>TRAINING/TA</b>				
Personnel	9,730	9,730	-	-
Fringe Benefits	-	-	-	-
Travel	7,904	6,390	1,514	-
Equipment	-	-	-	-
Supplies	8,197	1,695	6,502	-
Contractual	-	-	-	-
Other	44,589	14,274	30,315	-
Total Direct Costs	70,420	32,089	38,331	-
Indirect Costs	7,873	1,502	6,371	-
<b>TRAINING/TA TOTAL</b>	<b>78,293</b>	<b>33,591</b>	<b>44,702</b>	<b>-</b>
<b>GRAND TOTAL</b>	<b>1,040,844</b>	<b>519,290</b>	<b>521,554</b>	<b>0</b>

**NON-FEDERAL SHARE** (25% x 1,040,844.00 = 260,311)

<b>SOURCE</b>	<b>TYPE</b>	<b>AMOUNT</b>
ACES	Office space-205 Skiff St., Hamden, CT	78,140
	Copying/postage	4,071
Middletown Board of Educ.	Donated program space:	
	• 425 Hunting Hill Ave., Middletown, CT	37,686
	• Macdonough FRC, Middletown, CT	439
Middlesex Hospital	Donated program space-28 Crescent St., Mdltn, CT	43,125
Middletown Adult Education	Even Start - allocated program costs	66,005
Monica Belyea	Nutrition consultation	4,455
Shay Cantner	Child assessment development	1,175
Capluck	Online child/family data management support (CAP 60)	14,000
<b>VOLUNTEERS</b>		
Parent/Community Meetings	Participation in EHS parent and community meetings, including Policy Council	3,038
Middletown Public School Staff	School Readiness Coordinator (\$450/day x 20 days)	9,000
Field Trip (Parents)	8 hrs x 10 parents x \$12.00	960
	<b>TOTAL:</b>	<b>262,093</b>

**Total number of children and families served, the average monthly enrollment (as a percentage of funded enrollment), and the percentage of eligible children served:**

Total number of children served in home visiting option: 92

Total number of families served in home visiting option: 64

Average monthly enrollment (based on actual enrollment months Sept. 30, 2010-Sept. 29, 2011): 62% - The program opened May 27, 2010. Full enrollment was reached June 2011 and maintained from July through September 2011.

Percentage of eligible children served: Based upon the US Census Bureau's 2006-2010 American Community Survey of child births and current percentage of children 0-4 living in homes where income is beneath poverty level in Middletown, CT (the town of largest population in the catchment area): 30%

**Results of the most recent review by the Secretary and the financial audit:**

February 2011 compliance monitoring identified the following non-compliance findings:

1. Not fully enrolled
  - *Fully Enrolled by June 2011*
2. Insufficient numbers of children with IFSPs (10% required)
  - *Met our 10% of enrollment of children with IFSP's*
3. Annual Community Assessment Update was not completed
  - *Annual Update of Community Assessment Completed*
4. Self-Assessment was not completed, no annual goals and objectives established
  - *Self-Assessment Completed*
5. Program Service Plans were not approved by Policy Council & Governing Board
  - *All program Plans approved by Policy Council & ACES Governing Board*
  - *All Program Plans developed with parent and staff input*
6. No Policy Council By-Laws
  - *By Laws Established*
7. No evidence of Parent Committees
  - *Parent Committee Alliance strengthened and more formal*
  - *Policy Council Development & Training Took Place*
  - *Policy Council Members Engaged in parent Committee Alliance and Attending Meetings*
  - *Policy Council Committees formed for 2011-2012 that include Parent Committee Alliance members*
8. No code of conduct that specifies children will not be left alone
  - *Code of Conduct approved by Policy Council*
9. No documentation for reimbursing parents for participating in policy council activities
  - *Parent reimbursement procedures approved by Policy Council*
10. No training on Performance Standards
  - *Deeper Understanding of Performance Standards and Head Start Act*
  - *Enhanced Grantee & Program Staff Training and Professional Development*

The Early Head Start program was reviewed as part of the ACES yearly audit by Buckley, Frame, Boudreau & Co. There were no finding specific to the Early Head Start program. Audit report issued December 6, 2011.

**Percentage of enrolled children that received medical and dental exams (based on 2011 Program Information Report-PIR):**

Medical: 86%

Dental: 34%

**Information about parent involvement activities:**

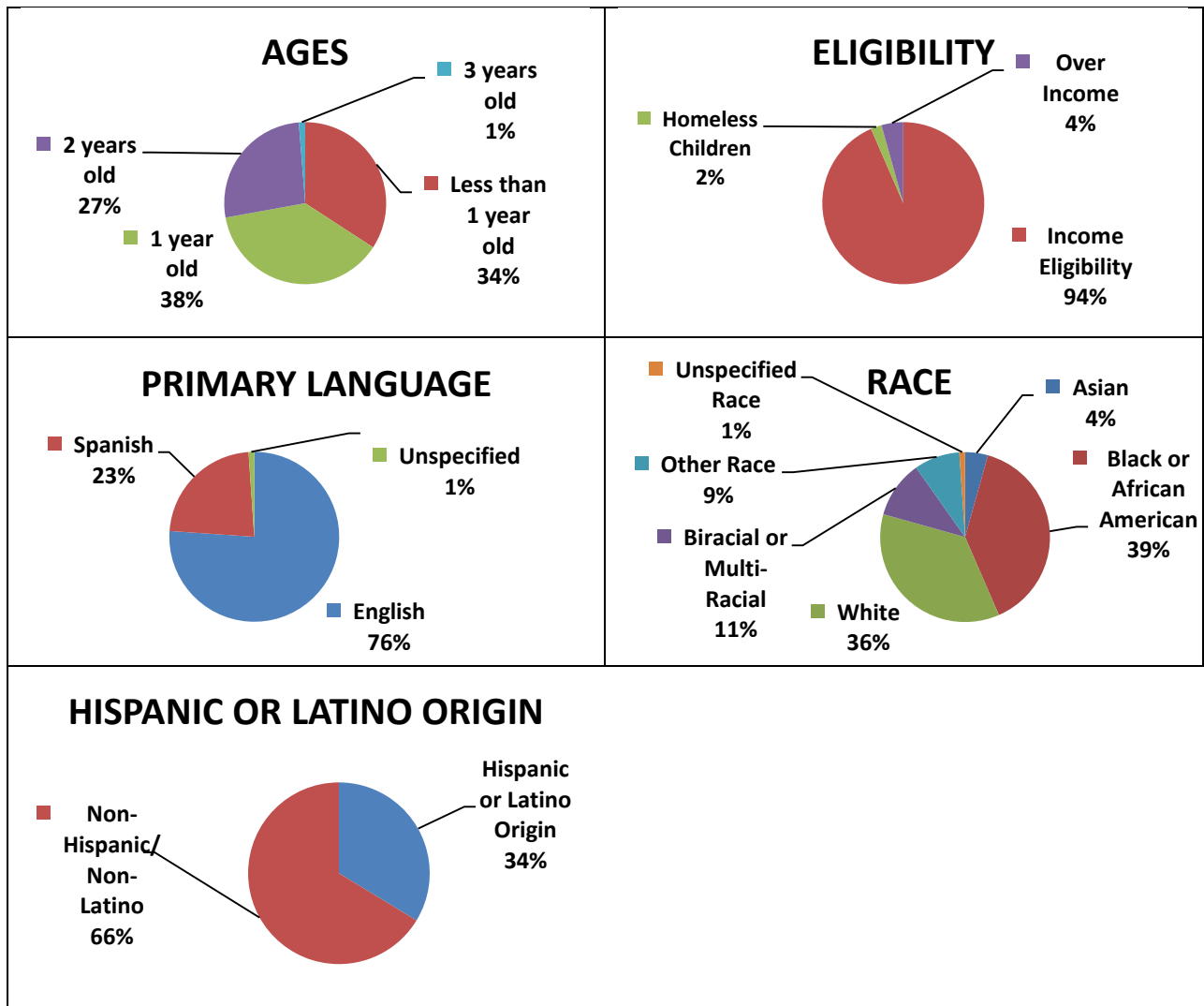
- Policy Council members were elected from Early Head Start parents, as well as ACES Governing Board and community representatives
- Policy Council approved hiring, approved grant proposals, and met monthly
- Policy Council volunteer committees were formed and met in the areas of: Family Literacy; Community Assessment; Personnel; Community Classrooms; and Self-Assessment
- Parent Committee meetings were held monthly for both Middletown and shoreline families
- Play groups were held monthly at the Russell Library in Middletown for Middletown families, and at St. Paul's Lutheran Church in Old Saybrook for shoreline area families

- Head Start Orientation and Governance training was provided to all interested parents and community members
- Parent Education topics offered included: Home and Car Safety, CPR, Raising Readers, Oral Reading Strategies for Infants and Toddlers, Language Development, Child Development, Large and Small Muscle Development in Young Children, Oral Health, Recipes for Young Children, Music and Movement, and Therapeutic Movement
- Toothbrushes, floss and toothpaste were given to families as part of the Cavity-Free Kids Curriculum in oral health
- Family field trip to Mystic Aquarium on September 7, 2011

Any other information required by the Secretary: N/A

**PROGRAM REACH:**

**ENROLLMENT:** (based on cumulative enrollment of 92 the period from Sept 1, 2010 through August 31, 2011)



**Community Classroom Services: Combination Option**

- Middletown Public Schools/Adult Education/Even Start and The Sherwood School
  - Licensed and NAEYC Accredited classroom experience
  - Highly credentialed infant /toddler classroom teachers BA/BS – 2 hold an advanced degree
  - Follows all relevant Head Start regulations and performance standards
  - Provided between 102-114 hours of classroom experience for 15 toddlers

**Socialization Experiences:**

- St Paul’s Church Old Saybrook & Russell Library in Middletown, CT
  - Space for playgroups and Parent Committee meetings
  - Held 52 playgroups
    - 40 infants and toddlers participated
    - 4 fathers
    - 36 families

**Parent Committee Alliance:**

- St Paul’s Old Saybrook
  - Held 6 meetings
  - Average parent attendance: 3 parents
  - 4-6 children served in childcare
- Russell Library in Middletown, CT
  - Held 7 meetings
  - Average parent attendance: 5 parents
  - 4-6 children served in child care
- South Congregational Church Middletown
  - Held 2 meetings
  - Average parent attendance: 5 parents
  - 4-6 children served in child care

**Case Conferences:**

- Every family has a case conference within 45 days after enrollment, then twice a year thereafter
- Priority is given to cases where the family is considered to be in crisis – average of 3 per month
- 1/3 continue to be discussed in subsequent months

**Community Partnerships:** Cromwell Youth Services Bureau; CT Dept. of Children and Families; Henry Carter Hull Library; LEARN Young Children and Families; Macdonough School Family Resource Center; Middlesex Central CT Chapter of the American Red Cross; Middlesex Hospital Family Advocacy Program; Middletown Even Start; Middletown Public Schools; Middletown School Readiness Council; Opportunity Knocks Collaborative; Russell Library; Shoreline Soup Kitchens and Pantries; St. Paul Evangelical Lutheran Church; The Community Renewal Team; The Sherwood School; The South Congregational Church, U.C.C.; Wesleyan University Center for Community Partnerships

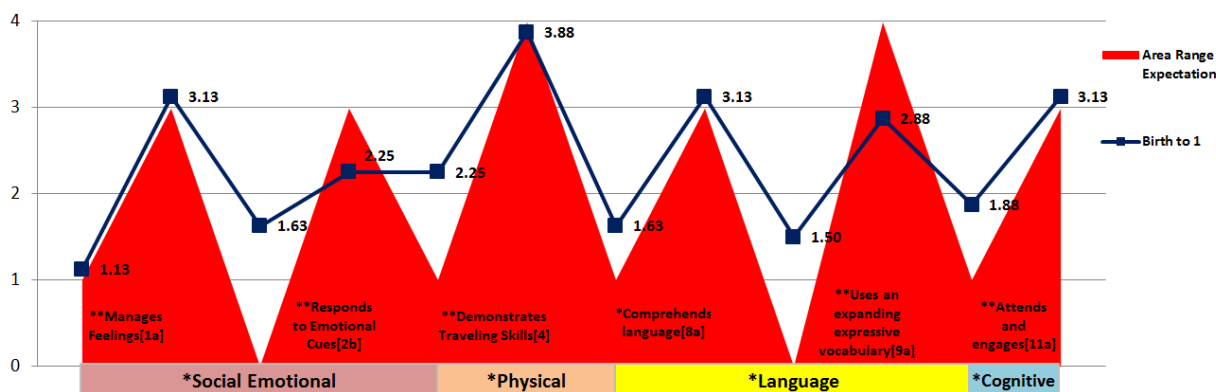
## AGENCY EFFORTS TO PREPARE CHILDREN FOR KINDERGARTEN:

### CHILD OUTCOMES & ASSESSMENT DATA:

The developmental process of our infants and toddlers is mentioned routinely in partnership with parents and healthcare providers. The ACES Middlesex County Early Head Start began using Teaching Strategies GOLD in March 2011.

As Early Head Start has rolling admissions we have chosen a subgroup for reporting purposes that has the following common characteristics: (1) received a minimum of six months of service between assessments; (2) received regular home visiting (no extended absences) during this period of service; and (3) did not participate in the combination program during this period of service. The data reflects the *average growth* for a total of 17 infants and toddlers *over a 6 month period* during the 2010-2011 program year. All children in this subgroup were between 1 month and 28 months of age at first assessment. There are two data points for each dimension (a beginning level and an ending level). The *average results* for these two periods are represented by the numbers indicated on the graphs for each of the six *dimensions* reported (example: manages feelings beginning level was 1.13 and ending level was 3.13, with the growth being the difference between the two points).

**BIRTH TO 1:** Results of assessment data collected for 8 infants from 1 month to 11 months of age at the first assessment. The average rating for each dimension is compared with the range of expectations for this age group. As shown, the population average of this age group exceeds or is within range of the widely held expectations in all domains (Social Emotional, Physical, Language and Cognitive) on reported dimensions. The age appropriate indicators for each reported dimension for the first year of life are found in the table below the graph.

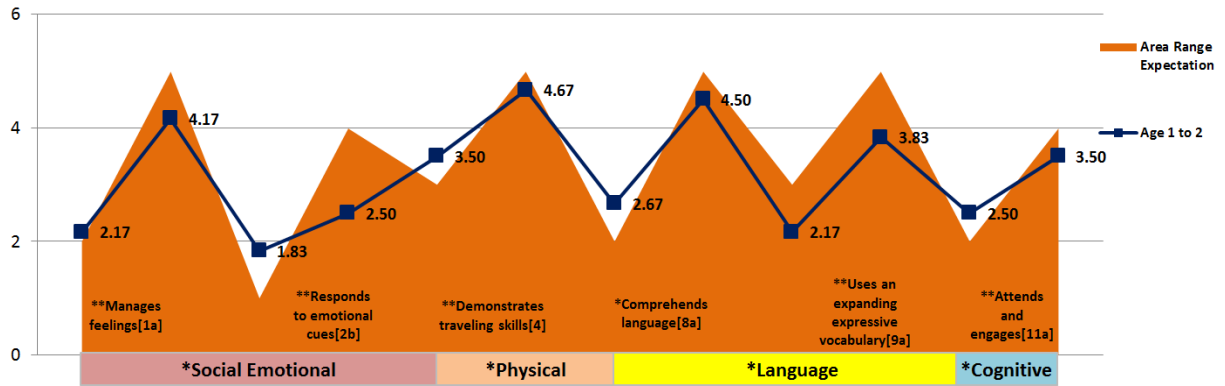


\*Domain \*\*Dimension

#### Indicator Description:

[1a]	Uses adult support to calm self
[2a]	Reacts to others' emotional expressions
[4]	Moves to explore immediate environment
[8a]	Shows an interest in the speech of others
[9a]	Vocalizes and gestures to communicate
[11a]	Pays attention to sights and sounds

**1 TO 2 YEARS OF AGE:** Results of assessment data collected for 6 toddlers from 12 months to 22 months of age at the first assessment. The average rating for each dimension is compared with the range of expectations for this age group. As shown, the population average of this age group exceeds or is within range of the widely held expectations in all domains (Social Emotional, Physical, Language and Cognitive) on reported dimensions. The age appropriate indicators for each reported dimension for the second year of life are found in the table below the graph.

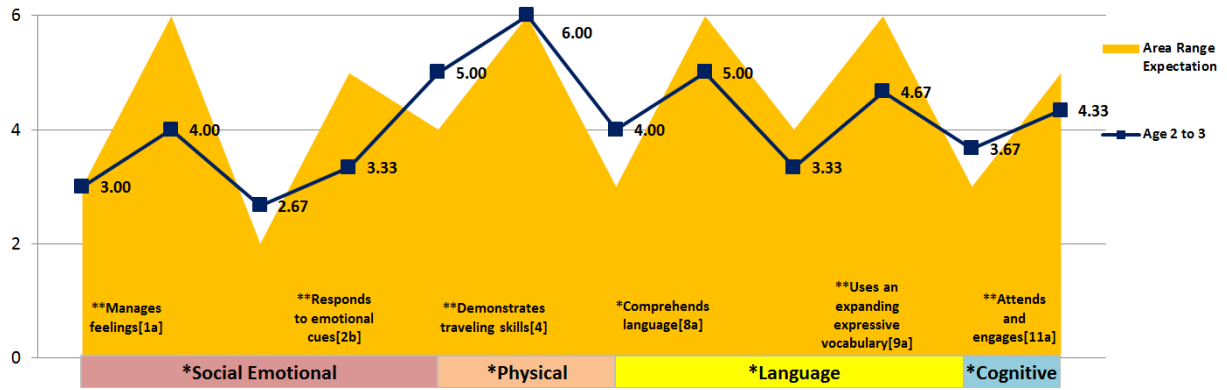


\*Domain \*\*Dimension

**Indicator Description:**

[1a]	Uses adult support to calm self
[2b]	Reacts to others' emotional expressions
[4]	Moves to explore immediate environment
[8a]	Shows an interest in the speech of others
[9a]	Vocalizes and gestures to communicate
[11a]	Pays attention to sights and sounds

**2 TO 3 YEARS OF AGE:** Results of assessment data collected for 3 children from 25 months to 28 months of age at the first assessment. The average rating for each dimension is compared with the range of expectations for this age group. As shown, the population average of this age group exceeds or is within range of the widely held expectations in all domains (Social Emotional, Physical, Language and Cognitive) on reported dimensions. The age appropriate indicators for each reported dimension for the third year of life are found in the table below the graph.



\*Domain \*\*Dimension

**Indicator Description:**

[1a]	Uses adult support to calm self
[2b]	Reacts to others' emotional expressions
[4]	Moves to explore immediate environment
[8a]	Shows an interest in the speech of others
[9a]	Vocalizes and gestures to communicate
[11a]	Pays attention to sights and sounds