



EARLY HEAD START ANNUAL REPORT

*Serving eligible families in Middletown, Cromwell,
Portland, Old Saybrook, Clinton & Westbrook*

FISCAL YEAR
2014

JANUARY –
DECEMBER
2014



aces
area cooperative educational services

ACES MIDDLESEX COUNTY EARLY HEAD START PARTNERSHIP
300 COUNTRY CLUB ROAD
MIDDLETOWN, CT 06457

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WHO WE ARE



OUR MISSION

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.

OUR PURPOSE

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.

OUR GOAL

The goal of this program is to promote the development of 60 infants/toddlers and pregnant women, and enable parents to fulfill their roles as parents and move toward self-sufficiency.

EARLY HEAD START POLICY COUNCIL

Kamika Vereen, *Policy Council Chairperson*
Skye Paisley, *Policy Council Vice-Chairperson*

ACES GOVERNING BOARD

Alicia Clapp, *Chair*
Vincent Loffredo, *PC Representative*



The mission of ACES, a leader and innovator in education, is to empower our students, member districts, and other clients to meet educational and life challenges in the changing global environment by providing collaborative, customized, cost effective solutions to meet identified needs of our educational community.

FROM THE EARLY HEAD START DIRECTOR



During the 2014 funding year, the ACES Middlesex County Early Head Start Partnership maintained full enrollment and exceeded the 10% mandate for enrolling children with disabilities (Part C eligible). We also successfully completed our federal triennial monitoring review in March 2014 without any findings! This will allow us to begin a new non-competitive five year grant cycle in January of 2015.

With the restoration of the sequestration funding cuts, we were able to increase a part-time home visitor to full time in September 2014. This allowed us to increase our enrollment to 60 as of September 1st.

We continued our weekly “You and Me Mondays” parent child group, which transitioned to the Family Wellness Center in Middletown in July 2014 and continued through November 2014. In August 2014, we instituted weekly parent and child group activities at the Grace Episcopal Church in Old Saybrook, in conjunction with a lunch sponsored by Shoreline Soup Kitchens at the church site. In addition, our summer activities included our Fun Friday’s Family Literacy experience and the new Community Garden project in collaboration with the Middlesex Hospital Family Advocacy Program. A safety fair for families also took place in May. Restored funds allowed us to maintain the weekly group activities through 2014 and add two generational summer programming. It was a good year for children and families!

ACES Middlesex County Early Head Start met with parents, community partners, and internal stakeholders to examine program data trends in order to plan for our 2015 five year application. Our child assessment data suggested we add additional school readiness goals. Our assessment confirmed the need to continue group experiences for our older toddlers and to focus on parents interacting with their toddlers in a supportive group setting while having the opportunity to develop social support networks for learning. We maintained our enrollment at 60 for FY 2015-20.



We also developed a competitive proposal for a B-5 Head Start model in collaboration with Middlesex Coalition for Children, Middlesex YMCA, Clinton Public Schools and Middlesex Hospital. Award notices are still pending.

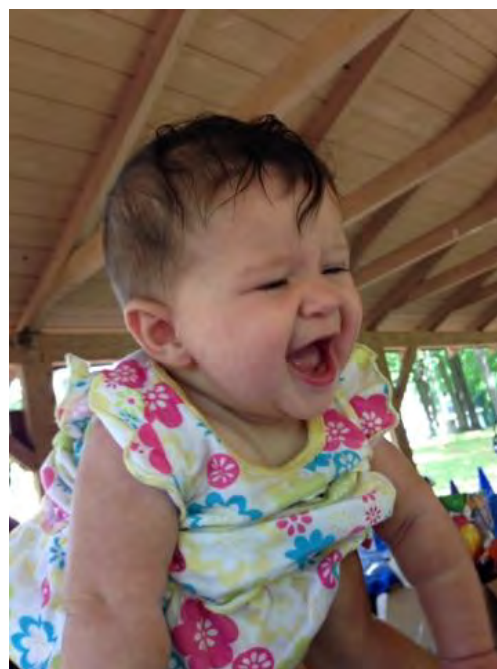
I want to thank the staff, parents, Policy Council members and ACES Governing Board liaison for their hard work and continuous commitment to program redesign efforts. I would like to extend a special thank you to Vincent Loffredo, our Governing Board Liaison for the past year. We are grateful for the opportunity to work together to maintain excellence in service to our families and community.

I hope you enjoy our 2014 Early Head Start Annual Report.

Respectfully,

A handwritten signature in cursive script that reads "Alice F. Torres".

Dr. Alice F. Torres, Ed. D, MSW
Director, Early Head Start



FISCAL YEAR 2014 EXPENDITURES

The EHS budget is separated into 3 categories:

1. **OPERATIONS**, which are costs related to the day-to-day management of the program, including staff salaries and costs to support services to families.
2. **TRAINING & TECHNICAL ASSISTANCE**, which are costs related to the training of EHS staff.
3. **NON-FEDERAL SHARE**, which are in-kind donations or services received from third parties or contributed by the agency during the program period. Total must equal 25% of federal award.

This report reflects funded enrollment, funding sources and activities for ACES Middlesex County Early Head Start Partnership for the fiscal year January 1, 2014 through December 31, 2014 in accordance with Head Start Act 644(a)(2). In accordance with the Budget Control Act of 2011, a series of federal spending cuts, called sequestration, resulted in a 5% reduction of EHS funds for the 2013 fiscal year. In June 2014, \$54,581 was restored to the Early Head Start budget for operations and cost-of-living adjustments.

Total Federal Share: \$807,754 + \$54,581 (restored funding) = \$862,335

Total Non-Federal Share (In-Kind Contributions): \$215,584

The EHS program was reviewed as part of the ACES yearly audit by Buckley, Frame, Boudreau & Co. There were no findings specific to the EHS program. Audit report issued June 30, 2014.

LINE ITEM OPERATIONS

<u>LINE ITEM</u>	<u>EXPENSES</u>
Salaries & Benefits	\$257,461
Benefits	\$59,338
Travel-Staff Dev/Conferences	\$3,010
Equipment Above \$1,000	\$12,700
Equipment Below \$1,000	\$13,943
Supplies-Office	\$4,070
Supplies-Parent Activities	\$6,633
Supplies-Program	\$5,450
Supplies-Socialization	\$1,406
Contractual-Child Services	\$12,874
Contractual-Data Support	\$3,203
Contractual-Ed Manager	\$31,710
Contractual-Health/Disabilities	\$0
Contractual-Middlesex Hospital	\$327,816
Contractual-Middletown Adult Ed	\$2,000
Contractual-Sherwood	\$2,970
Other-Advertising	\$1,050
Other-Communications	\$3,670
Other-Copying	\$2,240
Other-Dues/Fees	\$7,465
Other-Facility Usage	\$800
Other-Local Travel	\$5,867
Other-Parent Activities	\$9,661
Other-Postage	\$737
Other-Program Improvement	\$5,895
Other-Technology	\$3,765
Other-Translation Services	\$755
TOTAL OPERATIONS	\$786,489

TRAINING/TA

Training-Contractual	\$7,479
Training-Staff Development	\$8,441
Training-Supplies	\$2,169
TOTAL TRAINING/TA	\$18,089

TOTAL INDIRECT TO ACES

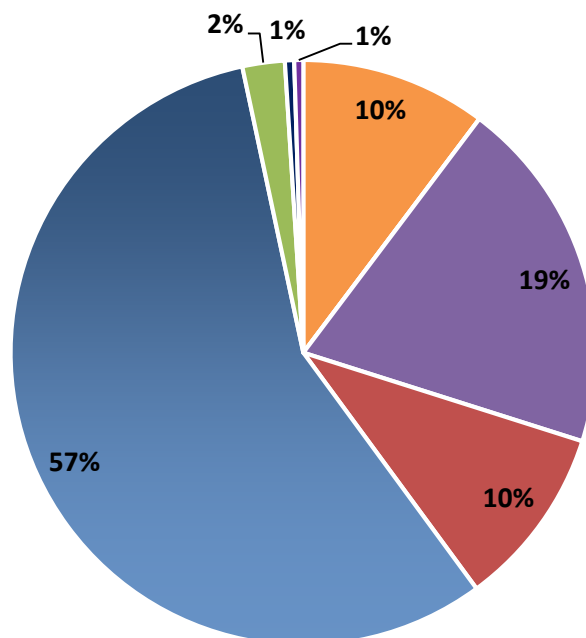
\$57,757

TOTAL GRANT

\$862,335

NON-FEDERAL SHARE

- SALARIES/BENEFITS - ACES STAFF - \$22,145
- MIDDLESEX HOSPITAL FACILITY/OFFICE SPACE - \$42,298
- VENDORS - \$21,615
- ACES PDSI FACILITY/OFFICE SPACE - \$122,310
- CITY OF MIDDLETOWN/MOODY SCHOOL - \$5,040
- VOLUNTEERS-PARENT/FORMER PARENT - \$1,100
- VOLUNTEERS-COMMUNITY - \$1,076



WHO WE SERVED

All demographic data based upon 2014 Program Information Report (PIR) unless otherwise noted.

PROGRAM OPTIONS:

- Home Visiting (total spaces available):
 - January-June 2014: 56 total spaces
 - July-December 2014: 60 total spaces
- Expectant Mothers:
 - January-June 2014: 4 available spaces
 - July-December 2014: 6 available spaces
- Program enrollment was increased from 56 to 60 total slots in June 2014 as a result of restoration funding.

SERVICE NUMBERS:

- 95 total children
- 87 total families
- 7 total expectant mothers

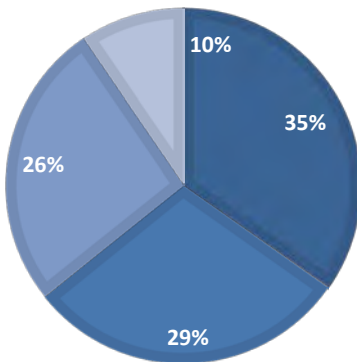
AVERAGE REPORTED MONTHLY ENROLLMENT: 100%

Percentage of eligible children served within geographic service area: 31%*

*Based on U.S. Census Bureau population estimates of persons under 5 years living in homes where income is beneath poverty level in Middletown, CT (the town of largest population in the catchment area)

CHILD AGES

- Under 1 year
- 1 year old
- 2 years old
- 3 years old



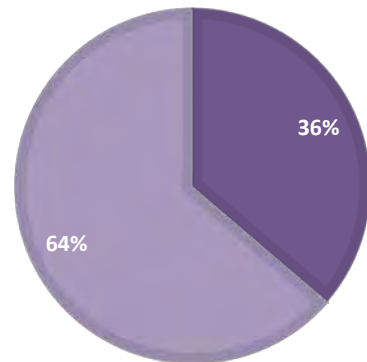
ELIGIBILITY

- Income eligible
- Public Assistance
- Homeless
- Over income



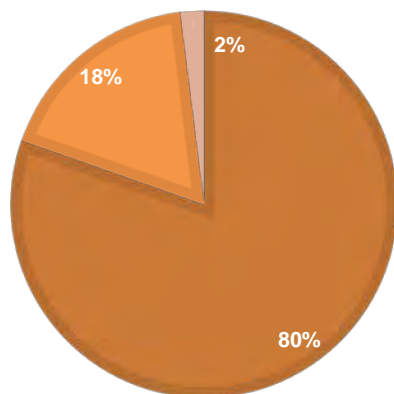
ETHNICITY

- Hispanic or Latino origin
- Non-Hispanic or Non-Latino origin



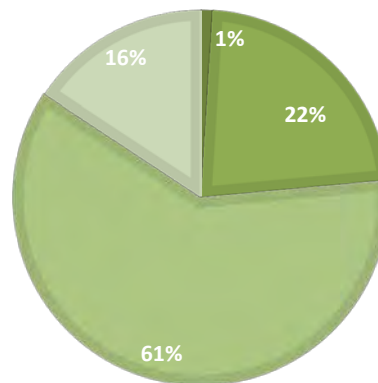
LANGUAGE

- English
- Spanish
- American Sign Language



RACE

- Asian
- Black/African American
- White
- Biracial/Multi-racial



CHILD HEALTH OUTCOMES

EHS is not interested only in the children enrolled in the program, but in the entire family. We ensure that families have quality information on good health habits and offer workshops and in-service training. Our staff assists families in obtaining the most up to date physicals and vaccinations, and link families to dental services in the community.



95%

of enrolled children were **up-to-date** on a schedule of age appropriate **preventive and primary health care, and oral health care**, according to the CT Early and Periodic Screening, Diagnostic, and Treatment (EPSDT) schedule for well child care.

HEALTH SERVICES ADVISORY COMMITTEE

EHS works closely with health agencies throughout the community to help each family gain access to ongoing medical services.

The HSAC is an advisory and advocacy body critical in meeting the health needs of Early Head Start children. It provides input to develop the EHS health services plan and evaluates how policies comply with Early Head Start Early Childhood Development and Health Services Program Performance Standards, and accepted public health practices.

The HSAC consists of representatives from Middlesex Hospital, the Opportunity Knocks Collaborative, Community Renewal Team (CRT) and Policy Council, as well as EHS staff.

Meeting topics included:

- Nutrition planning for home visitors
- Menu/meal planning for combination program sites
- Health and developmental screening reviews
- Health and safety policy development/implementation

CASE CONFERENCING

- All new families have a case conference within 90 days of first home visit.
- Subsequent case conferences are conducted on all families on a semiannual basis (every 6 months).
- The EHS Mental Health Professional may present a family in crisis at any time.
- Case conferences are attended by the EHS Mental Health Professional, EHS Partnership Manager, a mental health consultant, home visitors, EHS Managers and community classroom staff.



PREPARING CHILDREN FOR KINDERGARTEN

ACES Middlesex County Early Head Start Partnership developed six School Readiness Goals to align with the five essential developmental domains established by the Head Start Child Development and Early Learning Framework (HSCDELDF):

1. Social and Emotional Development
2. Language Development and Literacy
3. Approaches Toward Learning
4. Cognition and General Knowledge
5. Physical Well-Being and Motor Development

2014 SCHOOL READINESS GOALS

1. Our infants and toddlers will develop the ability to express and manage emotions in appropriate ways.
2. Our infants and toddlers will develop a sense of confidence and competence.
3. Our infants and toddlers will make associations and develop complex ways of figuring out how the world works.
4. Our infants and toddlers will communicate through gestures, sounds, and words.
5. Our infants and toddlers will be good communicators and eager to listen to stories.
6. Our infants and toddlers will master self-expression through movement.



These goals were identified and developed for the 2012 program year, and were continued for the 2014 program year as a result of (a) reviewing 2013 child assessment data (b) discussions with families and home visiting staff (c) reviewing available preschool expectations set by local programs and state curriculum frameworks and (d) reviewing Zero to Three School Readiness documents and Head Start National Resource Center information.

There were several developmental trends during the 2014 program year. These guided our program approach to increase our focus on math and approaches to learning while maintaining our efforts on attachment (forming relationships with adults) cognition (engaging in conversation) and language and literacy (attends and engages & solves problems). Staff continued strategies for parents and children to encourage intentional language use, conversation, use of books, and exploration of the local environment especially the development of sustained attention, self-regulation and engagement through exploration, with expanded opportunities for gross and fine motor activities.



Observation data was collected by home visitors in the home and during socialization experiences, according to the objectives in the Teaching Strategies GOLD Assessment Tool (TS GOLD) for infants and toddlers that align with our School Readiness Goals.

The data includes all infants and toddlers who were enrolled and assessed at any of three checkpoints from January 1, 2014 - August 31, 2014 (Jan. 31, 2014/Winter, May 31, 2014/Spring, Aug. 31, 2014/Summer).

Each checkpoint stands alone and represents a different group of infants and toddlers. The percentage noted at each checkpoint represents the number of enrolled children who were observed to be “at or exceeding widely held expectations” for their age band for that indicator. It is a snapshot; a point in time picture.

Reasons for children not meeting widely held expectations include:

- Children newly enrolled in the program
- Children moving to the next age level, increasing expectations to meet/exceed
- Children identified with disabilities

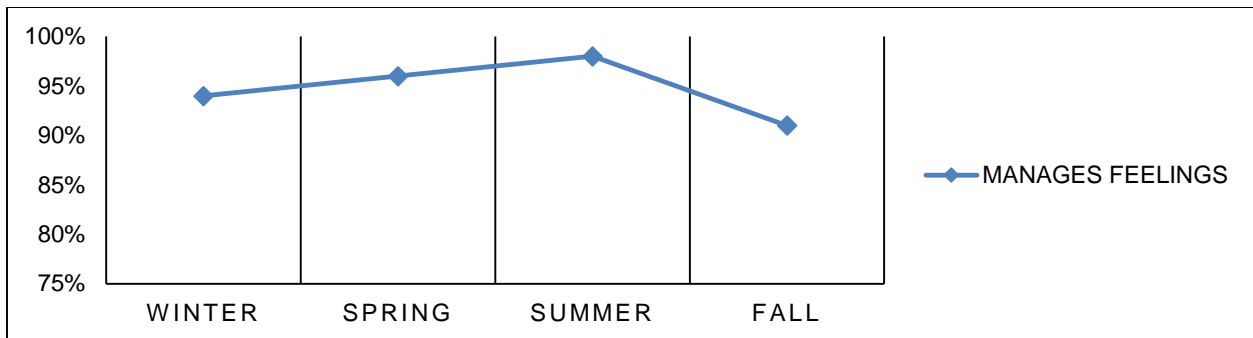
The low number of total program participants means that even a few children can affect percentages.

As TS Gold is primarily structured for assessing infants and toddlers in a group setting (classroom) we chose indicators that could easily be observed in the home and socialization setting.

SOCIAL & EMOTIONAL DEVELOPMENT

SCHOOL READINESS GOAL #1

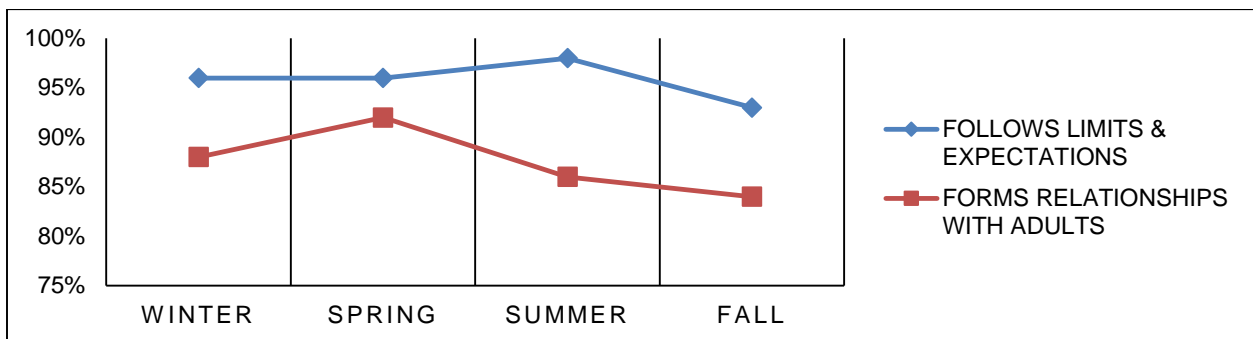
Our infants and toddlers will develop the ability to express and manage emotions in appropriate ways.



APPROACHES TOWARD LEARNING

SCHOOL READINESS GOAL #2

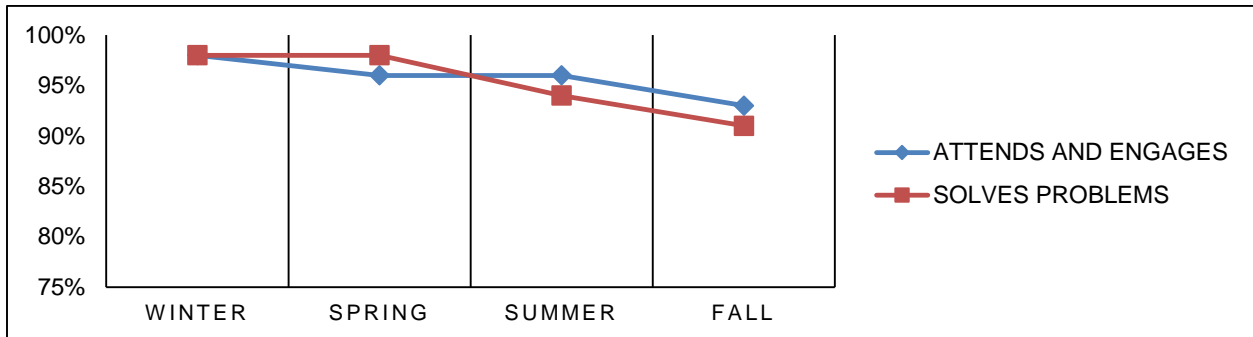
Our infants and toddlers will develop a sense of confidence and competence.



LANGUAGE & LITERACY DEVELOPMENT

SCHOOL READINESS GOAL #3

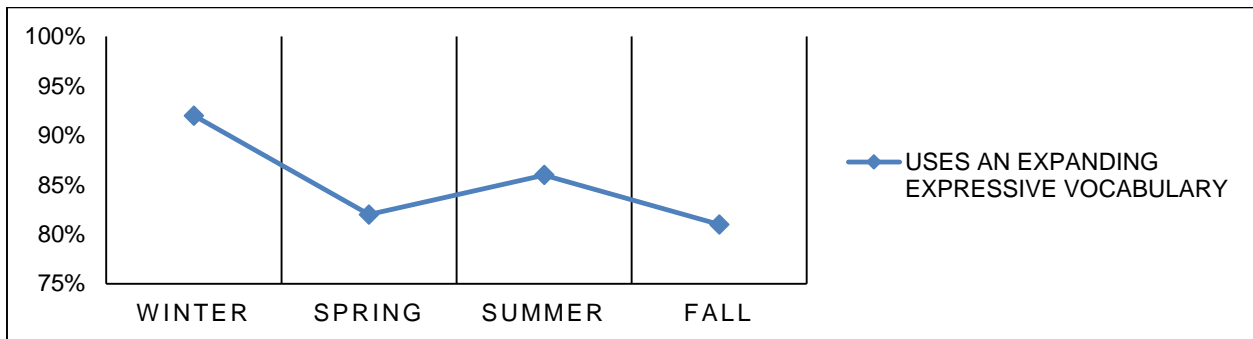
Our infants and toddlers will make associations and develop complex ways of figuring out how the world works.



LANGUAGE & LITERACY DEVELOPMENT

SCHOOL READINESS GOAL #4

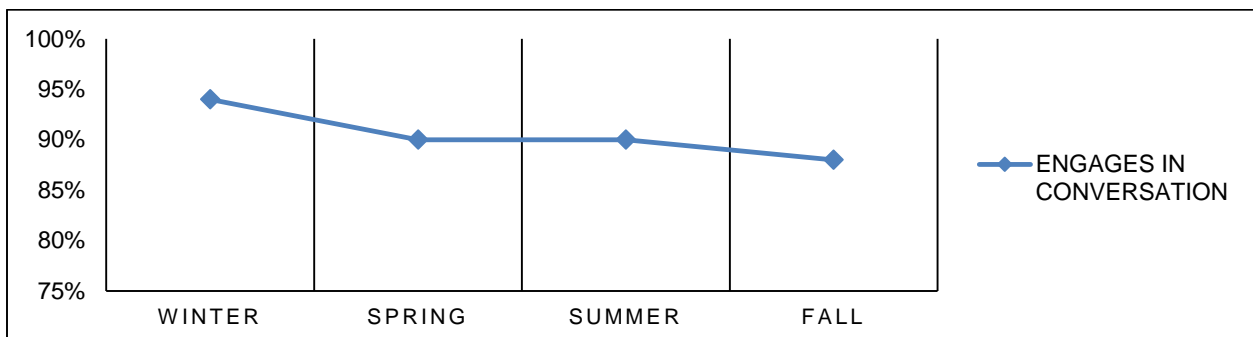
Our infants and toddlers will communicate through gestures, sounds, and words.



COGNITION & GENERAL KNOWLEDGE

SCHOOL READINESS GOAL #5

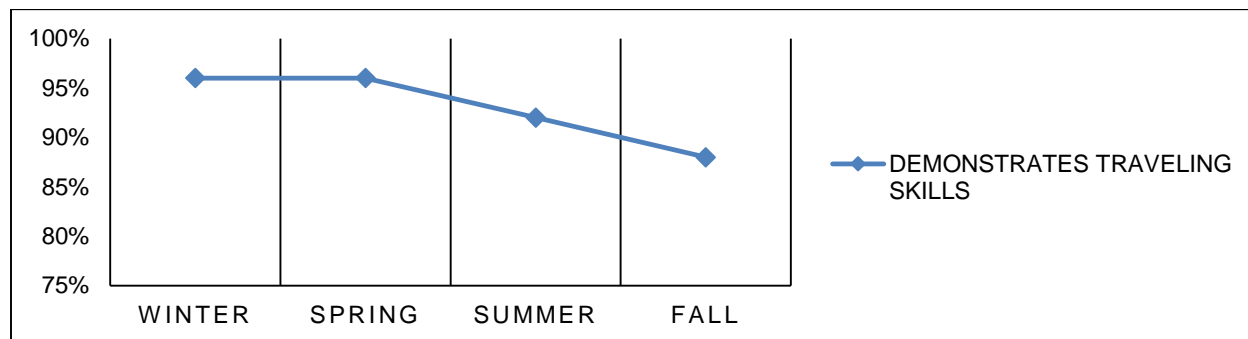
Our infants and toddlers will be good communicators and eager to listen to stories.



PHYSICAL WELL-BEING & MOTOR DEVELOPMENT

SCHOOL READINESS GOAL #6

Our infants and toddlers will master self-expression through movement.



Nine new school readiness goals were developed in September 2014. These goals were identified and developed for the 2014-2015 program year by reviewing progress toward previous school readiness goals with program stakeholders (i.e. staff, families, community partners), and by analyzing current child assessment data.

I. SOCIAL AND EMOTIONAL DEVELOPMENT

1. Our infants and toddlers will begin to develop the ability to express and manage emotions in appropriate ways.
2. Our infants and toddlers will begin to develop and engage in positive relationships and interactions with adults and peers.

II. APPROACHES TOWARD LEARNING

3. Our infants and toddlers will begin to demonstrate interest, curiosity, persistence and eagerness in exploring the world around them.

III. COGNITION AND GENERAL KNOWLEDGE

4. Our infants and toddlers will learn and begin to use math concepts during daily routines and experiences.
5. Our infants and toddlers will begin to use all of their senses to process and explore their environment and demonstrate the ability to remember and connect new and known experiences in their environment.

IV. LANGUAGE & LITERACY DEVELOPMENT

6. Our infant and toddlers will begin to demonstrate receptive and expressive language skills and communication strategies in their home language(s).
7. Our infants and toddlers will begin to learn and demonstrate how print works, and engage with stories and books.

V. PHYSICAL WELL-BEING AND MOTOR DEVELOPMENT

8. Our infants and toddlers will begin to develop and strengthen control over large and small muscles.
9. Our infants and toddlers will begin to develop age appropriate self-help skills.

Data from these goals will be presented in the annual report for fiscal year 2015.

PARENT INVOLVEMENT ACTIVITIES

POLICY COUNCIL

- Members were elected from Early Head Start parents, as well as ACES Governing Board and community representatives
- Met regularly, approved hiring, and approved grant proposals
- Volunteer sub-committees met in the areas of Personnel and Self-Assessment
- Head Start Orientation and Governance training was provided to all interested parents and community members

PARENT COMMITTEE ALLIANCE

- Middletown, CT
 - Held 3 meetings at Russell Library
 - Held 1 meeting at South Congregational Church
 - Average attendance: 7 parents
 - 18 parents met during the Family Fun Day event in Middletown
- Old Saybrook, CT
 - Held 4 meetings at St. Paul's Evangelical Lutheran Church
 - Held 1 meeting at Grace Episcopal Church
 - Average attendance: 4 parents

Topics Addressed:

- Parent Observations
- Policy Council updates
- Program updates
- Menu development for playgroups
- Community events
- Parent suggestions



PARENT EDUCATION

Topics included: Health and Wellness, Safety in the home and outdoors, Infant Massage, Promoting language acquisition, Family Goal setting, Child Development, Importance of music and movement, Dental Health, Healthy Nutrition, Reading to Children and reading children's cues.

HEALTH AND SAFETY FAIR, MAY 2014

Families were provided various opportunities to learn and plan for safety as a pedestrian and at home, including how to handle and prepare safely for young children and learning about the essentials of a first aid kit.



INFANT MASSAGE, MAY/JUNE 2014

Many parents find that a few short minutes of infant massage help their baby sleep better, feel more comfortable in their bodies, digest better and just feel loved through gentle touch.

For parents, it's a calm break in a busy day, a chance to connect and really get to know their new little one—what they like, when they've had enough. The techniques are easily learned.

COMMUNITY GARDEN

In partnership with Middlesex Hospital, Middletown United Fathers, & UCONN SNAP Ed.

EHS families were given the opportunity to explore a vast community garden setting where they learned about the basics of gardening.

During the harvest season, families could assist with harvesting, preparing and sampling produce-fresh from the fields!



FAMILY FUN DAY

- The annual event was held August 18, 2014 in Middletown and August 26, 2014 in Old Saybrook.
- Families engaged in games and movement activities, as well as health and safety presentations





SOCIALIZATION PLAYGROUPS

The purpose of our socialization playgroups for infants and toddlers is to support the child's development by strengthening the parent/child relationship. Socialization playgroups are designed to reinforce many of the activities and goals that are developed by the family and home visitor during their home visits. Parents are very hands-on during socialization playgroups.

In 2014, Socialization playgroups were held regularly at the Russell Library in Middletown for Middletown families, and at St. Paul's Lutheran Church and Grace Episcopal Church in Old Saybrook for shoreline area families.

Socialization Site	# Playgroups	Average # Parents	Average # Children
Russell Library	8	11	8
St. Paul's Evangelical Church	6	5	5
Grace Episcopal Church	15	6	7

PARENT & CHILD GROUP EDUCATIONAL EXPERIENCES

Children 15 months and up enrolled in the EHS program and their parents participated in weekly classroom and parent education experiences as an extension of their home visits.



	Location	# Playgroups	Average # Parents	Average # Children
You & Me Mondays	Middletown	30	3	3
Fun Fridays	Middletown	6	6	7



COMMUNITY PARTNERSHIPS

COMMUNITY PARTNERS

City of Middletown Community Health Center, Inc. Cromwell Youth Services Bureau CT Birth to Three CT Dental Health Partnership CT Dept. of Children and Families Henry Carter Hull Library Injury Free Kids LEARN Young Children and Families Middlesex Central CT Chapter of the American Red Cross Middlesex Hospital Family Advocacy Program Middlesex United Way	Middletown Adult Education Middletown School Readiness Council Opportunity Knocks Collaborative Russell Library Shoreline Soup Kitchens and Pantries St. Paul Evangelical Lutheran Church St. Vincent de Paul Soup Kitchen The Community Renewal Team The Sherwood School The South Congregational Church, U.C.C. Wesleyan University Center for Community Partnerships Women, Infants & Children (WIC)
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BIRTH TO THREE PARTNERS

ABC Intervention American School for the Deaf Creative Interventions Easter Seals Rehabilitation Center of Greater Waterbury Jane Bisantz & Associates, LLC LEARN: Partners for Birth to Three Reachout, Inc. Rehabilitation Associates of CT, Inc. Sarah, Inc. - Kidsteps
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LOCAL EDUCATIONAL AGENCY PARTNERS

Clinton Public Schools Middletown Public Schools Portland Public Schools Westbrook Public Schools
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