Head Start Program

Annual Report
2014-2015
A Message from
Carol Basham, Head Start Administrative Coordinator

This is the eighth edition of our Annual Report which highlights our program and gives you a glimpse of what we are all about.

Our program began in 1994 and now we celebrate the completion of our 21st year of service to children and families. As I plan my retirement from LCPS and pass on the leadership of this Head Start program, I remind everyone that we must reflect on those who continually contribute to our success. Loudoun County is a supportive community of people who know our needs and support us with resources to meet those needs. The Head Start Policy Council and Loudoun County Public Schools provide us with guidance, a strong financial system and the support of an exemplary group of people within the school community. Last, but not least, are the dedicated, talented and passionate members of our Head Start staff, who implement the program and its array of services with consistent, measurable success.

My wish is for the continued success of the Head Start program in supporting Loudoun’s youngest learners.

Visit us at www.lcps.org/HeadStart and “like” the LCPS Head Start Program on Facebook.
What is Head Start?

Created in 1965, Head Start is the most successful, longest-running national school readiness program in the United States. We serve low-income preschool children and give support to their families.

Head Start is a comprehensive program which promotes school readiness for low-income children. The program enhances children’s cognitive, social, and emotional development in a learning environment that supports their growth in language, literacy, mathematics, science, social and emotional functioning, creative arts, physical skills, and approaches to learning. This goal is achieved through providing comprehensive health, educational, nutritional, social, and other services to children and their families in a school, community and home partnership.

Our Vision

In the spirit of cooperation and collaboration with Head Start families, Head Start staff, Loudoun County Public Schools, and community partners, we will encourage children and families and each other to be:

- Healthy
- Happy
- Self-confident
- Socially well-adjusted
- Curious
- Creative
- Self-sufficient and independent individuals, who are optimistic about life’s possibilities.
In 2014-2015 Loudoun County Public Schools Head Start had a variety of family involvement activities such as:

- Enrollment Conferences
- Head Start Orientations
- Home Visits
- Parent/Teacher Conferences
- Family Meetings about: Parenting, Healthy Eating, Family Budgeting, Self-Esteem, Kindergarten Transition and Summer Activities
- Loudoun Literacy Family Book Parties
- Wolf Trap Institute for Early Learning Through the Arts
- American Education Week Campaign to Read to Your Children
- Classroom Connection Meetings
- Classroom Field Trips
- Program Self-Assessment
- Monthly Policy Council Meetings
- Resource Fair and Donation Day in collaboration with community agencies

- Number of children whose fathers or father figures participated in Father Involvement Activities 46
- Number of current or former Head Start parents who volunteered for the program 184

Mr. Slim, the Wolf Trap Artist in the Classroom
Resource Fair with Community Agencies

INTotal Health

Virginia Department of Health & WIC

Loudoun County, Fire, Rescue & Emergency Management

Child Find Center
Loudoun County Public Schools Head Start program uses the Child Observation Record (COR) and the Phonological Awareness Literacy Screening (PALS™) as the child assessment system. LCPS Head Start uses the information gathered through this child assessment system along with information gathered at Home Visits and Parent/Teacher Conferences to individualize instruction. Parents are informed of their child’s progress using results from these assessment tools as a guide.

**PALS™ (Phonological Awareness Literacy Screening)**

Scores for the five 4 year-old classes administered in the fall, winter and spring of 2014-15 School Year:

75 children were screened in fall, winter and spring. 85 children were screened in fall, 83 in winter and 75 in spring.

Gains were achieved in all areas of phonological skills.
In collaboration with Head Start parents and Loudoun County community members, the Head Start staff selects goals each spring to focus on for the upcoming school year. Following is a list of goals and accomplishments from 2014-2015:

- Head Start Social Work staff provided assistance to meet the basic needs of Head Start families. Following is a list of services that families received:

<table>
<thead>
<tr>
<th>Area of Assistance</th>
<th>Number of Families</th>
</tr>
</thead>
<tbody>
<tr>
<td>Food, Clothing &amp; Household Items</td>
<td>95</td>
</tr>
<tr>
<td>Parenting Education</td>
<td>60</td>
</tr>
<tr>
<td>English Language Learner Training</td>
<td>16</td>
</tr>
<tr>
<td>Mental Health Support</td>
<td>13</td>
</tr>
<tr>
<td>Job Assistance</td>
<td>10</td>
</tr>
</tbody>
</table>

- The Head Start Health/Nutrition Coordinator provided assistance to meet the health and nutrition needs of Head Start families:

<table>
<thead>
<tr>
<th>Area of Assistance</th>
<th>Number of Families</th>
</tr>
</thead>
<tbody>
<tr>
<td>Vision/Hearing/Doctor or Dentist Referral/Health Insurance Assistance</td>
<td>58</td>
</tr>
<tr>
<td>Health Education Information</td>
<td>50</td>
</tr>
</tbody>
</table>

- The Head Start Health/Nutrition Coordinator provided trainings and educational literature for staff and families regarding childhood obesity, healthy eating habits and promoting better health. The Health/Nutrition Coordinator also provided health lessons in the classrooms for the students (hand washing, dental health, cold care).

- Financial focus supported balanced books and covering as much payroll as possible with grant funds. Financial needs were carefully assessed throughout the grant period by making regular budget projections, reviews and modifications when necessary.
Head Start staff created five-year goals to strengthen the program in the following key areas:

- **Parents will improve their social-emotional parenting skills:** 55% of families attended at least one family meeting and 75% of families reported an improvement in their parenting skills.

- **Head Start will obtain Backpack Buddies for all Head Start students:** Head Start continued the Backpack Buddies program in 3 classes. Students received a backpack filled with food for their family for the weekend. Head Start staff created a partnership to expand the program to an additional school in 2015-16.

- **Head Start will implement a data-driven system to help drive program decisions and improve staff effectiveness:** A system was created and data was reviewed regularly.

- **Families will increase their knowledge about financial literacy:** A partnership was created with Apple Federal Credit Union who provided financial literacy classes to Head Start families in each classroom.

- **Head Start students with an Attendance Improvement Action Plan will improve their attendance:** Head Start staff collaborated with families of students who had chronic absenteeism or tardies to improve attendance. All of the four children with an Action Plan improved their attendance.

- Head Start staff increased families’ awareness of available community resources that can meet their greatest needs through a community resource fair and individual referrals as needs were identified. 12 community agencies attended and provided resources to 34 families. Head Start staff continued to nurture past partnerships and created new ones with Tuscarora High School Key Club, AutoNation Toyota Leesburg, Lion’s Club, HealthWorks, Backpack Buddies, 100Women Strong and the Loudoun Pediatric Obesity Coalition.

- Head Start staff promoted collaboration with LCPS Early Childhood Special Education (ECSE) through meetings and regular communication between ECSE and Head Start teachers who shared a student.

- The Head Start Education Coordinator provided trainings to increase Education Staff knowledge regarding teacher-child interaction.
Head Start staff solicited more family volunteers throughout the school year to improve the home-school connection.

Head Start Education Staff achieved the following School Readiness goals set for 2014-15 year to:

- Increase phonological skills: Gains were achieved in all areas. Please refer to the PALS™ scores chart for specific gains.

- Increase number awareness: Gains were achieved in the specific areas of ‘number and counting’.

- Increase awareness of the natural world: Students had opportunities to interact with their natural world. All classrooms participated in science field trips outdoors with the Audubon Naturalist Society. They also have observed butterflies, worms, changing of seasons, and birds.

- Enhance social and emotional development: Gains were achieved in the areas of ‘emotions’, ‘building relationships with adults and other children’ and ‘community’. The Education and Technology Coordinator observed all classrooms and noted that the Conscious Discipline® program is being implemented. All classrooms had Conscious Discipline structures in place for ‘safe place’, ‘breathing icons’, ‘daily commitment’ and ‘family board’. All classrooms implemented Loving Rituals as a group and with individual students.

- Promote healthy physical development: Gains were achieved in the specific areas of ‘gross and fine motor skills’ and ‘movement’. The Health/Nutrition Coordinator monitored students’ growth assessments, BMI graphs, and the Individual Nutrition Plans.
Field Trip to Udvar-Hazy Center

Field Trip to the Fun Activity Bus

Science Field Trip with the Audubon Naturalist Society
Preparation for Kindergarten

Loudoun County Public Schools Head Start program uses the HighScope® curriculum to teach developmentally appropriate academic and social skills to prepare children for success in the kindergarten classroom. In addition to teaching parents about kindergarten preparation in a Family Meeting, Head Start also prepares children by providing a field trip in the Spring to a kindergarten classroom where they participate in activities. Families are invited to attend a kindergarten orientation at the school their child will attend in the fall.

Kindergarten visit to Sterling Elementary School
Children and Families Served

Children served: 109
95 Newly enrolled and 14 Returning students
3 year-olds: 20
4 year-olds: 89

Families served: 107
Homeless families: 10
Two-parent families: 51
Single-parent families: 56

Employment of Two-Parent Families

Employment of One-Parent Families
Head Start Applicants: 277
Over-Income, Under-Age Applicants: 126
Income-Eligible Waiting List: 54
Head Start Eligible Applicants Referred to the State and Locally Funded STEP Program: 23

English Language Learner Applicants: 250
English Language Learners Enrolled: 68

100% Average monthly enrollment
71% of eligible applicants enrolled

100% of the newly enrolled children received the following screenings:
Speech/Language, Vision, Developmental, Hearing, Dental, Nutritional, Behavioral/Mental Health & Physical.
19 students were referred and received treatment for vision problems.

97% of enrolled children had health insurance by the end of the year
Loudoun County Public Schools Head Start operates with public and local funds. The federal grant money (public funds) for PY 22 (Program Year) provided us with $847,888 and local funds provided us with $744,148.

The total operating budget available for the Fiscal Year 15 was $1,592,036 with 94% of the budget covering salaries and fringe benefits and 6% covering the operating expenses. The proposed budget for Fiscal Year 16 is $1,513,232.

The County of Loudoun’s Comprehensive Annual Financial Report and Audit of Federal Awards Programs for FY15 can be found on www.Loudoun.gov website under County Departments > Departments H-Z > Management & Financial Services > Controller’s Office.

The Administration for Children and Families conducted an on-site monitoring review of this program during the week of 11/12/12 through 11/16/12.

It was determined that our Head Start program was in compliance with all applicable Head Start Program Performance Standards, laws, regulations, and policy requirements. No corrective action was required.

The next triennial on-site Federal Review will take place during the 2015-2016 school year.
We are grateful to have strong partnerships with our community partners who support the Head Start program and continue to work with us to make the future brighter and better for Head Start students and their families in Loudoun County.

100WomenStrong
Anthem HealthKeepers Plus
Ashburn Area Running Club
AutoNation Toyota Leesburg
BIT Systems Inc.
Blue Ridge Speech and Hearing
The Aparicio, Bosse, and McDougall Families
EPL Archives
Falcons Landing Retirement Community
Family & Consumer Sciences Teachers and Students of Dominion, Heritage, Tuscarora and Woodgrove High Schools
Good Shepherd Alliance, Inc.
HealthWorks for Northern Virginia
INTotal Health
Key Club at Tuscarora High School
Kohl’s of Leesburg
Leidos Inc.
Lions Club
LINK Inc.
Loudoun Abused Women’s Shelter & The Nurturing Program
Loudoun County Public Schools Administration Building Staff, Assistive Technology Staff, ChildFind Staff and Science Instructional Supervisor
Loudoun Cares
Loudoun Community Free Clinic
Loudoun County Health Department
Loudoun County Mental Health (LCMH)
Loudoun Literacy Council
Loudoun Valley Church of the Nazarene Faith Group
National Counseling Group
Red Knights Motorcycle Club
Rhythm Street Dance and Modelling
Student Ambassadors at Cedar Lane Elementary School
Telos Corporation
The Book Bags Book Club
Walmart in Sterling
Wolf Trap Institute for Early Learning Through the Art
ZMF Motorcycle Group
"Head Start had a great impact on my son’s life. It gave him the opportunity to explore his own creativity and learn many things."

"I’m very grateful for all the help and support given. My child learned like a sponge."

"We enjoyed the family meetings and book parties. They are a good source of information and interaction between families."

"I feel like a family here. I like visiting all the children when I volunteer."

"I have become a more responsible mom."

"As a mother I have had a lot of support from this program. You helped me at times when I needed it the most. Thank you for taking the time to teach us how to raise our children with love."

"The Family Meetings are a nice way to get to know other families and discuss interesting and helpful topics."

"My child learned a lot. There is a big change in his communication skills and behavior."
Loudoun County Public Schools
Head Start Program

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