Loudoun County Public Schools

Head Start Program

Annual Report 2015-2016
Loudoun County Public Schools

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A Message from
Alexis Duffin,
Head Start Supervisor

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 22nd year of service to children and families. This has been my first year at Head Start and I truly feel honored to be a part of such an amazing program. I have learned that program support comes from a variety of people and places. The Head Start Policy Council is a dedicated group of family and community members coming together to support program needs. Loudoun County Public Schools also provides the program with guidance and a strong financial system. I have seen community members throughout the county offer support to our families whether it be needed resources or holiday sponsorship. I have also experienced first-hand the work that goes on in the classrooms and behind the scenes at Head Start from the most incredible dedicated staff. I look forward to continuing the proud legacy of the LCPS Head Start Program.

For more information, please visit us on the web at www.lcps.org/HeadStart and like LCPS Head Start Program on Facebook.
Our Vision

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.

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.
Family Engagement

In 2015-2016 Loudoun County Public Schools Head Start had a variety of family involvement activities including:

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

➢ Children whose fathers or father figures were engaged in activities such as family assessment, family goal setting, Home Visits, Parent/Teacher Conferences, Policy Council and parenting education workshops: 39

➢ Current or former Head Start parents who volunteered for the program: 166
Resource Fair with Community Agencies

Bugs are Amazing! – Field Trip with Audubon Naturalist Society
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 2015-16 School Year:

83 children were screened in the fall, winter and 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 2015-2016:

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

![Graph of services provided](image)

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

  - 58 families received assistance for health insurance, vision/hearing/doctor or dentist referrals.
  - 60 families received Health Education information.

- The Head Start Health/Nutrition Coordinator provided 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).

- Our 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.
The following program goals were achieved in Year-2 of our 5-Year Strategic Plan for Program Goals:

❖ **Parents will improve their social-emotional parenting skills:** 64% of families attended at least one family meeting and 80% of families who requested assistance with parenting education reported an improvement in their social-emotional 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 will coordinate with area elementary schools to expand the program to two additional schools in 2016-2017

❖ **Head Start will implement a data-driven system to help drive program decisions and improve staff effectiveness:** Social Workers revised the enrollment forms to better serve families; continued to incorporate new features of the ChildPlus Program Management System; implemented procedure and provided training to use existing home-school scanners or digital cameras & email

❖ **Families will increase their knowledge about financial literacy:** Apple Federal Credit Union continued to provide financial literacy classes to Head Start families in each classroom. Thirty six percent of families attended a training and 65% of families who requested assistance with financial education reported an improvement in their financial literacy

❖ **Head Start students with an Attendance Improvement Action Plan will improve their attendance:** Head Start staff reviewed attendance reports, policies & procedures and continued to collaborate with families of students who had chronic absenteeism or tardies. Sixty seven percent of students 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. Twelve community agencies attended and provided resources to 33 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, and the Loudoun Pediatric Obesity Coalition

- Head Start staff continued 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 continued to solicit more family volunteers throughout the
school year to improve the home-school connection

- Head Start Education Staff worked towards achieving the following School Readiness goals set for 2015-16. Gains were achieved in all areas

  - Approaches to Learning: *Children to maintain focus and sustain attention with minimal adult support*

  - Social & Emotional Development, Relationships with Adults, other children and emotional functioning:
    - *Children to engage in and maintain positive relationships and interactions with adults*
    - *Children to engage in prosocial and cooperative behavior with adults.*
    - *Children to engage in and maintain positive interactions and relationships with other children*
    - *Children to engage in cooperative play with other children.*
    - *Children to express a broad range of emotions and recognize the emotions in selves and others*
    - *Children to express care and concern toward others*

  - Language and Literacy, Phonological Awareness, Print and Alphabet Knowledge:
    - *Children to demonstrate awareness that spoken language is composed of smaller segments of sound*
    - *Children to identify letters of the alphabet and produce correct sounds associated with letters*

  - Mathematics Development, Counting and Cardinality:
    - *Children to know number names and the count sequence*

  - Scientific Reasoning and Problem Solving
    - *Children to ask a question, gather information, and make predictions*

  - Scientific Reasoning and Inquiry:
    - *Children to observe and describe observable phenomena (objects, materials, organisms and events)*

  - Perceptual, Motor, and Physical Development regarding Gross Motor, Health, Safety, and Nutrition:
    - *Children to demonstrate control, strength, and coordination of large muscles*
    - *Children to develop knowledge and skills that help promote nutritious food choices and eating habits*

  - Perceptual, Motor, and Physical Development regarding Fine Motor:
    - *Children to demonstrate increasing control, strength, and coordination of small muscles*
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.
Children served: **103**  
Newly enrolled **88** and returning students **15**  
3 year-olds: **18**  
4 year-olds: **85**

Families served: **99**  
Homeless families: **8**  
Two-parent families: **44**  
Single-parent families: **55**  

Children in Foster Care: **2**

**Employment of Two-Parent Families**

- **Both parent/guardian employed:** 8
- **One parent/guardian employed:** 36
- **Both parent/guardian unemployed, retired, or disabled:** 0

**Employment of One-Parent Families**

- **The parent/guardian employed:** 37
- **The parent/guardian unemployed, retired, or disabled:** 18
AN ADVANCED DEGREE OR BACCALAUREATE DEGREE: 20
AN ASSOCIATE DEGREE, VOCATIONAL SCHOOL, OR SOME COLLEGE: 13
A HIGH SCHOOL GRADUATE OR GED: 41
LESS THAN HIGH SCHOOL GRADUATE: 25

Primary Languages:
- English: 33
- Spanish: 46
- Middle Eastern/South Asian Languages: 20
- European & Slavic Languages: 2
- East Asian Languages: 1
- African Languages: 1
Head Start Applicants: 310
Over-Income, Under-Age Applicants: 143
Income-Eligible Waiting List: 75
Head Start Eligible Applicants Referred to the State and Locally Funded STEP Program: 36
Head Start Eligible Applicants enrolled in the STEP Program: 27

English Language Learner Applicants: 345
English Language Learners Enrolled: 70

100% Average monthly enrollment
61% of eligible applicants enrolled
Health Services:

100% of the newly enrolled children received the following screenings:
   Speech/Language, Vision, Developmental, Hearing, Dental, Nutritional, Behavioral/Mental Health & Physical.

21 students were referred and received treatment for vision concerns.
11 students were referred and received treatment for Asthma.

89% of enrolled children had health insurance by the end of the year

Mental Health Services:

50 children for whom the Mental Health coordinator consulted with program staff about their behavior/mental health.
36 children for whom the Mental Health coordinator consulted with the parent(s) about their child’s behavior/mental health.
35 children for whom the Mental Health coordinator provided an individual mental health Assessment.
5 children for whom the Mental Health coordinator facilitated a referral for mental health services.

Disabilities Services:

10 children enrolled in the program were determined to require special education and related services. The diagnosed primary disability was:
   Speech or language impairment: 3
   Non-categorical/developmental delay: 7
Loudoun County Public Schools Head Start operates with public and local funds. The federal grant money (public funds) for PY 23 (Program Year) provided us with $862,885 and local funds provided us with $635,905.

The total operating budget available for the Fiscal Year 16 was $1,498,790 with 96% of the budget covering salaries and fringe benefits and 4% covering the operating expenses. The proposed budget for Fiscal Year 17 is $1,566,378.

The County of Loudoun’s Comprehensive Annual Financial Report and Audit of Federal Awards Programs for FY16 can be found on www.Loudoun.gov website under County Departments > Departments H-Z > Management & Financial Services > Controller’s Office.
From 12/8/2015 to 12/9/2015, the Administration for Children and Families (ACF) conducted an Environmental Health and Safety (EnvHS) review of Loudoun County Public Schools Head Start program. No area of noncompliance was found during the course of the review.

From 3/8/2016 to 3/10/2016, the Office of Head Start (OHS) conducted an onsite CLASS™ review of Loudoun County Public Schools Head Start program. CLASS assesses interactions between children and teachers in three broad domains of classroom quality: Emotional Support, Classroom Organization, and Instructional Support. LCPS Head Start scored in the high end of middle range for both Emotional Support and Classroom Organization and high end of low range for Instructional Support.

From 5/23/2016 to 5/25/2016, the Administration for Children and Families (ACF) conducted a Comprehensive Services/School Readiness review for Loudoun County Public Schools Head Start program. No area of noncompliance was found during the course of the review.
We are grateful to have strong partnerships with 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.

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<thead>
<tr>
<th>Community Partners and Head Start Supporters 2015-16</th>
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<tbody>
<tr>
<td>Anthem HealthKeepers Plus</td>
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<td>Apple Federal Union Credit</td>
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<td>Ashburn Area Running Club</td>
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<td>Ashburn Pediatrics</td>
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<td>AutoNation Toyota Leesburg</td>
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<tr>
<td>Blue Ridge Speech and Hearing</td>
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<td>The Book Bags Book Club</td>
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<td>The Bosse, McDougall and Ortmann Families</td>
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<td>Dr. David Groy</td>
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<td>EPL Archives</td>
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<td>Falcons Landing Retirement Community</td>
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<td>Family &amp; Consumer Sciences Teachers and Students of Dominion, Rock Ridge, Tuscarora and Woodgrove High Schools</td>
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<td>Good Shepherd Alliance, Inc.</td>
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<td>HealthWorks for Northern Virginia</td>
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<td>INTotal Health</td>
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<td>Key Club at Tuscarora High School</td>
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<td>Kohl’s of Leesburg</td>
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<td>Leidos</td>
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<td>Lions Club</td>
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<td>LINK, Inc.</td>
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<td>Loudoun Abused Women’s Shelter &amp; The Nurturing Program</td>
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<td>Loudoun County Public Schools Administration Building Staff, Assistive Technology Staff, ChildFind Staff and Science Instructional Supervisor</td>
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<td>Loudoun Cares</td>
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<td>Loudoun County Health Department</td>
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<td>Loudoun County Mental Health (LCMH)</td>
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<td>Loudoun Literacy Council</td>
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<td>Loudoun Pediatric Dentistry</td>
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<td>Loudoun Valley Church of the Nazarene Faith Group</td>
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<tr>
<td>National Counseling Group, Inc.</td>
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<tr>
<td>Red Knights Motorcycle Club</td>
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<tr>
<td>Rhythm Street Dance Center</td>
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<tr>
<td>Student Ambassadors at Cedar Lane Elementary School</td>
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<tr>
<td>Telos Corporation</td>
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<tr>
<td>Verizon</td>
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<td>Walmart in Sterling</td>
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Testimonies from End of the Year Family Questionnaire

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

“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.”

“I like how much you get parents involved.”

“My child learned a lot. There is a big change in his communication skills and behavior.”

“We enjoyed the family meetings and book parties. They are a good source of information and interaction between families.”
We Love Our Volunteers!

The number of persons providing volunteer services to the program: 220
Of these, the number who are current or former Head Start Parents: 166

Volunteer Reader from Falcons Landing Community

Loudoun Literacy Council Coordinator

High School Students at Rock Ridge

Dental hygienist from Loudoun Pediatric Dentistry