



# Annual Report 2015-2016

## CSC Head Start of Lincoln County Child Development Services

**The CSC Head Start vision is to...**

***Ensure successful school readiness goals and achievement for all children.***

***Form a compassionate, caring partnership with all Head Start parents, supporting them to achieve success and self-sufficiency with dignity.***

***Provide experiences for eligible preschool children to grow socially, emotionally, physically and mentally.***

***Support parents as the primary teachers, nurturers, and advocates for their children.***



## Report From the Director

*Suzanne Miller, PhD, Director of CSC Head Start of Lincoln County*

This year I would like to talk about our staff and the excellent work they do every day from the classrooms to the administration of the program. They are all to be commended, especially this past year.

We had an unusual and unexpected total of three federal reviews of program components this year: Fiscal & ERSEA (Eligibility, Recruitment, Selection, Enrollment and Attendance), CLASS observations and quality ranking and Environmental Health & Safety. In each area, we were in complete compliance and were ahead of the curve in our classroom instruction.

The amount of weeks spent in preparation for these reviews were labor intensive, while the daily demands of the program didn't change! Not an easy task. We were excellent in each and every area. This is due to the hard work of the entire staff, their individual and team excellence, their commitment to our children and families and the continuation of our service in Lincoln County.

As the Director of this program, I see every day the hard work and more important the results. One parent told me that she was able to see rapid and "astonishing" growth in her child after four days of school—where previous

experiences did not compare. She was so surprised and delighted. In the weeks and months following she was proud to list her child's new-found accomplishments.

We had two new teachers in mid year which is always a challenge. Yet, with mentoring and support, they were able to do excellent work in a complex and demanding program. We had many children with high needs—a third of our population. With early screening and rapid referrals to excellent partners we were able to find support for the children and families, as well as in-classroom support.

Five stars and three cheers for a great team!!!

## Mental Health and Disability Services

*Robin Holly, Disabilities Content Specialist/ Bryan Cumiskey Mental Health Content Specialist*

CSC Head Start families were well served during the 2015-16 school year, as strong partnerships continue with mental health and disability service agencies.

Thanks to expanded services this year, Children's Advocacy Center (CAC) provided Head Start families with a history of trauma greater access to counseling, skills-training, and in-classroom observations. Ongoing family therapy with CAC has led to greater emotional wellness within families, and resulted in fewer disturbances and increased positive behaviors in the classroom.

New as of this year, the Mental Health and Disabilities Content Specialist position was separated into two roles so that one staff member could focus solely on mental health referrals. The Mental Health Specialist tracks referrals, performs weekly check-ins with partner agencies, and effectively communicates evaluation findings to teachers and staff.

Working together with teachers, the Mental Health and the Disabilities Content Specialists identify students who may be at risk. 31 mental health referrals were made to our community partners, with 15 students currently

receiving services.

40 referrals were made this year to Linn Benton Lincoln Education Services District, which provides Early Childhood Special Education services to children in our area. Overall, Head Start has maintained over 10% enrollment of children with diagnosed disabilities. Program wide, 15% have certified Individualized Family Service Plans and are currently receiving services.

As this year comes to an end, we look forward to continuing and strengthening these services at the school site during the 2016-17 school year.

# Enrollment, Attendance, Meal & Snack Report

Month	Attendance	Breakfast/Snack	Lunch	Total Meals
September 2015	90.50%	1,338	1,330	2,668
October 2015	85.23%	2,389	2,376	4,765
November 2015	813.35%	1,632	1,621	3,253
December 2015	84.57%	1,494	1,496	2,990
January 2016	85.79%	2,000	2,004	4,004
February 2016	82.36%	1,946	1,944	3,890
March 2016	82.79%	1,835	1,839	3,674
April 2016	85%	2,103	2,123	4,226
May 2016	90.06%	1,407	1,420	2,827
<b>Total for the year</b>	<b>85.52%</b>	<b>16,144</b>	<b>16,153</b>	<b>32,297</b>

## Health



We have successfully supported our children's health this year, as the following health statistics chart demonstrates. There are increases in physical and dental exams resulting from Teacher/Advocates working with parents on a monthly basis.

Our Health Services Advisory Committee (HSAC) met two times this school year. The committee shares pertinent

information and makes recommendations related to health and nutrition matters. We partnered with Capitol Dental in Salem to have a dental hygienist provide three dental screenings and fluoride varnishes for children at each of our sites. We also partnered with Elks Children's Eye Clinic/OHSU Casey Eye Institute Vision Screening program to have all our children's vision tested. OSU Extension Nutrition

Program provided nutrition education lessons in each classroom and presented to parents at a Family Meeting. OSU Extension Nutrition Program focuses on healthy eating and active living. As a part of this mission, they offer CSC Head Start classes supplemental health and nutrition instruction. We are pleased to have a great network of vital community partners .

*Diana Warren, MPH, Health and Nutrition Specialist*

Health and Nutrition Specialist (HNS) developed and maintains many community partnerships, effectively using resources such as Oregon Health Plan (OHP) portal, Women, Infants and Children (WIC), Health Services Advisory Committee (HSAC) and dental provider relationships. OHP portal gives the HNS access to look up children's insurance information which includes last dental visits. WIC's collaboration with Head Start allows us to better assist families served by both programs. HNS ensures services are not duplicated, receives accurate information about child's height, weight and hemoglobin count for iron anemia. Our HSAC includes a broad range of professionals such as a registered dietician, physician assistant, public health division director, mental health consultant and Head Start parents. We all work together to find the best way to meet the needs of children and families in our community. The great dental provider relationships allow HNS to call dental offices to determine when children were seen, if they need dental treatment and whether or not treatment was completed.



# Health

	Sept 2015	Oct 2015	Nov 2015	Dec 2015	Jan 2016	Feb 2016	Mar 2016	Apr 2016	May 2016	Prog. Year Total
<b># of enrolled children with up-to-date or all possible immunizations to date</b>	144	150	152	147	156	160	160	160	159	192
<b># of enrolled children on a schedule of preventative and primary health care (up to date physical exam)</b>	93	106	107	125	122	125	138	131	129	147
<b># of enrolled children with an ongoing source of continuous, accessible health care (Medical Home)</b>	98	145	143	154	155	156	157	156	156	187
<b># of enrolled children completing professional dental exams</b>	84	90	96	104	104	119	131	129	129	153
<b># of enrolled children with continuous, accessible dental care provided by a dentist (Dental Home)</b>	87	135	129	145	147	149	152	153	153	178

## Parent & Community Engagement

**“We all want strong communities.**

**Head Start builds strong families, the foundation of strong and vital communities”**

*Martha Lyon,*

*Executive Director of CSC*



A part of parent involvement at CSCHS is parents’ responsibility for arranging their children’s transportation. We are proud of our parents’ efforts demonstrating a high commitment to their children’s education. Self-transportation also increases our families’ engagement in the program. Parents support their child’s learning by participating in opening and closing activities and have daily opportunities to check-in with Teacher/Advocates. Increased contact with families strengthens our partnership.

Additional opportunities for parent involvement include participation in Policy Council, Health Services Advisory Committee, volunteering in their child’s class, planning Family Meetings and attending Oregon Head Start Association conferences.

CSC Head Start is proud to have strong community partnerships. From class visits by local fire fighters and police officers, to OSU Extension’s nutrition lessons, to health screenings supported by Capitol Dental and Casey Eye Institute, to the “Tree Lady’s” forest lessons ,to the Rotary Club of Newport hosting Newport Head Start children and families to its fifth annual Literacy Night ,to Chapel By the Sea’s generous support of Lincoln City Head Start children and families , we are grateful for the contributions of such responsive and talented community partners.

Partnerships also include sharing information of community classes and resources. We appreciate being a part of a network of service organizations who generously notify CSC Head Start of events that may be of benefit or interest to our children, families or staff.

Family Meetings covered a range of topics in which parents expressed an interest. .Policy Council members updated families of program issues. Family Meetings also are an opportunity for families to meet, socialize and make new friends.

Spirit Mountain Community Fund generous grant award helped us with classroom support for special needs children, health equipment and playground updates, Lincoln County Social Accountability Grant helped provide in classroom support and Samaritan Social Accountability Grant helped purchase vision equipment. We are so grateful to these generous contributors.

Special thanks to our Library friends at the who read monthly to the children, and to Commissioner Hall “Mr. Bill” to the children, who also commits time every year to read to the children!

Thanks to everyone!!

## School Readiness & Transitioning to Kindergarten

Head Start, Lincoln County School District, Early Childhood Special Education and community early educators have actively engaged in Oregon Community Foundation Prenatal to Third Grade Alignment grant. Work on this project has resulted in countywide kindergarten readiness goals, kindergarten teachers attending family meetings at many community early learning centers to share information on full-day kindergarten program, and common countywide kindergarten registration dates. Solid transition activities such as these, build a strong connection between early learning settings and local schools. We are pleased to know that many times honored Head Start kindergarten transition practices are benefitting young children throughout Lincoln County.

CSC Head Start Director and Program Education Manager met with Lincoln County School District Superintendent to review and renew Kindergarten

Transition Memorandum of Understanding (MOU) between agencies. The MOU enumerates shared transition activities including receipt of Oregon Kindergarten Assessment (OKA) data for Head Start children entering kindergarten. OKA scores provide our program with valuable information on children's baseline skills upon entry to kindergarten and inform our instructional strategies for the following year. Most importantly, the MOU demonstrates a shared commitment between CSC Head Start and Lincoln County School District to ensure children and families experience a positive transition to their local public school.

Children and families participated in comprehensive kindergarten transition activities this year:

- Family Meeting presentations by local kindergarten teachers.
- Classroom activities to prepare and support pre-kindergarteners for transition in September.

- Preschool to Kindergarten Report completed by teacher and parent.
- Fieldtrips to local kindergarten classrooms, riding a school bus.
- Meeting between Head Start teachers and local kindergarten teachers to discuss children entering kindergarten, provide reports and work samples.
- Families with children receiving special education services attend a LCSD transition meeting, including Head Start staff, to develop an Individual Education Plan for their child.
- Graduating children receive summer learning packs and are commended during end of year celebrations.

Head Start children and families are ready for a bright future of continued learning.

*Andrea Glennon Daniels*  
Program Education Manager

## School Readiness Goals

The following list of school readiness skills was generated by kindergarten teachers, CSC Head Start parents and staff:

- Recognizes first name
- Writes first name – Capitalize first letter only
- Recognizes letters in first name
- Knows some letter sounds
- Knows basic shapes
- Knows basic colors
- Recognizes numbers 0-10
- Counts to 10
- Uses book knowledge
- Uses self monitoring skills
- Toilets independently
- Uses descriptive language
- Writes some letters and numbers
- Cuts independently
- Uses three point pencil grip
- Transitions comfortably between activities
- Demonstrates rhyming knowledge
- Demonstrates sorting skills
- Makes comparisons: heavier/lighter, etc.

School readiness goals, developed locally for our program, are aligned to our assessment tool's learning objectives as well as the Head Start Child Development and Early Learning Framework. The majority of levels of development selected for school readiness goals are on the high end of preschool learning expectations.

21 learning objectives with specific levels of development were selected as our school readiness goals. The chart below provides the percentage of goals learned by children entering kindergarten this fall in the five essential domains of school readiness identified in the Head Start Child Development & Early Learning Framework. School readiness outcomes provide us with timely data to determine learning objectives we are successfully teaching and any objectives not meeting our benchmarks. In the latter case, targeted training is scheduled in addition to ongoing assessment coaching for teaching staff.

Revisions to CSC Head Start School Readiness Goals have been approved for implementation next year by Policy Council, parents and program staff. Updates were made to maintain alignment with amended Lincoln County School District Kindergarten Readiness Skills as well as the newly revised Head Start Early Learning Outcomes

SCHOOL READINESS GOALS	PERCENT-
Approaches to Learning: 1 goal	86%
Cognition & General Knowledge: 5 goals (Early Math & Logic & Reasoning)	75%
Language & Literacy: 9 goals	77%
Physical Development & Health: 2 goals	62%
Social & Emotional Development: 4	70%

## Aggregated program-wide data for the 2015–2016 school year:

In addition to our program’s individual school readiness goals for children transitioning to kindergarten, our assessment tool provides widely held expectations for each age-group, three year olds and pre-kindergarteners, in the learning areas of language, literacy, cognitive, physical, mathematics and social-emotional. If a child’s knowledge, skills, and behaviors are assessed at a level within the range for the child’s age, the child demonstrates widely held expectations for the area of learning. Widely held expectations are not shown for the areas of science and technology, social studies, the arts, and English language acquisition as research does not currently support definitions of expectations. Children made marked progress over the year.

DEVELOPMENT & LEARNING	WIDELY HELD EXPECTATIONS FALL 2015	WIDELY HELD EXPECTATIONS WINTER 2016	WIDELY HELD EXPECTATIONS SPRING 2016
<b>Cognitive</b>	Meets: 46% Exceeds: 2%	Meets: 76% Exceeds: 10%	Meets: 48% Exceeds: 43%
<b>Mathematics</b>	Meets: 32% Exceeds: 1%	Meets: 69% Exceeds: 6%	Meets: 50% Exceeds: 35%
<b>Language</b>	Meets: 57% Exceeds: 0%	Meets: 80% Exceeds: 6%	Meets: 51% Exceeds: 38%
<b>Literacy</b>	Meets: 51% Exceeds: 1%	Meets: 71% Exceeds: 15%	Meets: 54% Exceeds: 39%
<b>Physical—Gross Motor</b>	Meets: 71% Exceeds: 4%	Meets: 78% Exceeds: 13%	Meets: 74% Exceeds: 23%
<b>Physical—Fine Motor</b>	Meets: 80% Exceeds: 9%	Meets: 67% Exceeds: 28%	Meets: 43% Exceeds: 53%
<b>Social &amp; Emotional</b>	Meets: 42% Exceeds: 2%	Meets: 53% Exceeds: 31%	Meets: 39% Exceeds: 53%

**C**SC Head Start provides instruction and assessment in 10 areas of development and learning aligned with the Head Start Child Development and Early Learning Framework.

**Cognitive** pertains to child initiative, curiosity, engagement, persistence, problem solving, and symbolic representation.

**The Arts** includes early music concepts, visual arts, dramatic play, creative movement and dance.

**Mathematics** includes skills in numbers and operations, geometry, patterns and beginning measurement concepts.

**English Language Acquisition** includes receptive and expressive English language skills .

**Literacy** includes book appreciation and knowledge, phonological awareness, alphabet knowledge, early writing and print concepts.



**Language** includes receptive and expressive language abilities

**Science & Technology** includes observation, description, prediction, explanation classification and questioning skills.

**Physical** includes physical health status, health knowledge and practices, gross motor skills and fine motor skills.

**Social—Emotional** includes the areas of social relationships, self concept, self regulation, emotional and behavioral health.

**Social Studies** concepts pertaining to self, family, community, environment , history and events.

### End of Year Celebrations

**C**elebrations took place on May 19, 2016 in Toledo, Lincoln City and Newport. Whether transitioning to kindergarten or returning next year, children and families were celebrated during happy culminations of a wonderful year of learning.

Teachers recognized each child for her or his accomplishments and unique contributions to the classroom community. Parents were commended as their child’s first and most important teacher and for their integral engagement in our program. Teaching staff were appreciated by children and families for the nurturing care and education they provided.

We will have 99 CSC Head Start children entering kindergarten in September 2016. We are proud of each child and family for their participation and contribution to CSC Head Start.

## Financial Report

	ANNUAL REPORT - FY16 UNAUDITED	BUDGET - FY 16 (INCLUDES SUPPLE- MENTAL)
REVENUES		
HEAD START - FEDERAL	913,275	942,816
FEDERAL CSBG	25,000	25,000
FEDERAL SCHOOL NUTRITION	80,225	94,208
OREGON PRE-KINDERGARTEN	508,447	508,447
MISCELLANEOUS REVENUE	60,431	69,180
Total Revenues	<u>1,587,378</u>	<u>1,639,651</u>
EXPENDITURES		
SALARY	896,580	757,382
FRINGE BENEFITS	372,757	353,129
TRAVEL	5,520	4,000
SUPPLIES	11,694	15,796
TRAINING	9,325	18,309
OTHER	291,502	491,035
Total Expenditures	<u>1,587,378</u>	<u>1,639,651</u>

**Note:** These figures are unaudited, our Comprehensive Annual Financial Report (CAFR) which will include Head Start, will be available via the CSC website near the end of December 2016.

Prepared by  
Debbie Jackson, CPA  
CSC Finance Director



**CSC Head Start In-**

**V**olunteerism is a foundation for Head Start.

Family and community involvement ensures success in so many areas. Our In-Kind hours are essential to help us match federal dollars that we receive. We are committed to increasing volunteerism at our three CSCHS sites. Please contact a Head Start site in **Toledo at 541-336-5113**, **Newport at 541-574-7690** or **Lincoln City at 541-996-3028**.

All volunteers must have a background check as well as have a TB test done!

Donations are tax-deductible!

Total number of Volunteers	307
Total hours Volunteered	2,444.15
Total \$ Value	\$27,341.20

Month	Total # of Volunteers	Total hrs Vol.	\$ Value
July—September 2015	163	427.19	\$4,675.72
October 2015	79	294.77	\$3,385.60
November 2015	124	268.44	\$2,938.55
December 2015	102	247.76	\$2,765.16
January 2016	32	140.61	\$1,602.44
February 2016	102	250.01	\$2,878.69
March 2016	101	263.76	\$2,929.40
April 2016	73	205.92	\$2,328.40
May 2016 -June 2016	169	345.69	\$3,837.24
<b>Total for the year</b>	<b>307* comprised of repeat Vol.</b>	<b>2,444.15</b>	<b>\$27,341.20</b>

## CSC Head Start



Donation	\$ Value
Classroom Materials/Educational Toys	1,448.00
Family Night meeting gift drawing items	\$56.00
Program Supply (Discount School Supply In-kind dollar donation)	\$1,383.16
Printer /copier/ fax machine	\$215.00
Family room resource items for families	\$446.00
<b>Total</b>	<b>\$3,548.16</b>