

Clinch Valley Community Action  
 Early Head Start  
 Annual Report  
 2010-2011

Overview

Clinch Valley Community Action was awarded funding to start an Early Head Start program in December 2009. Since this time, staff members have worked diligently to get the program up and running. During the 2010-2011 program year, a new Early Head Start Center was opened to serve eight children, with an additional twenty-four children receiving home based services. Much like the CVCA Head Start program, the Early Head Start program seeks to meet the changing needs of Tazewell County by serving low-income children and their families. Not only does the Early Head Start program seek to provide educational opportunities that help children begin their preparation for school, it also seeks to help parents as they adjust to the rapid changes that both they and their youngsters are facing. The Early Head Start program relies on materials from the Creative Curriculum Framework, the Partners for Healthy Babies curriculum, and the Parents as Teachers curriculum, with additional Houghton-Mifflin supplements being used as needed. During March 2011, the Early Head Start program received its first onsite federal monitoring review. Nine areas of non-compliance with federal regulations were identified during the course of the review. The program has since corrected each of these areas.

Children Served

Funded Enrollment: 32	Actual Number of Children Served: 43
	Families Served: 32
Race: White 34	Ethnicity: Hispanic/Latino 2
Black 7	Non-Hispanic/Non-Latino 41
Biracial/Multi-racial 2	

2010-2011 Funding

The program received a total of \$403,546 in federal funds. Of this amount, \$77,447 was for administrative costs, \$326,099 was for program costs, and \$20,177 was for training expenses. The non-federal share (in-kind) is used to match the federal funds and normally must be at least twenty percent of the entire budget. The CVCA Early Head Start program received a waiver of a portion of this amount and was only required to provide \$82,000 in non-federal share. The program surpassed this amount with a total in-kind revenue of \$93,175.42. In-kind was received for the use of space in parent homes, for volunteer services from both parents and professionals, and through donations of materials and supplies. Specifically, the program received in-kind donations as follows:

Use of space	\$28,827.15
Professional Services	\$4048.70
Materials/Supplies	\$4388.00
Policy Council Time	\$129.82
Volunteer Services	\$55,781.75

The Early Head Start program also received \$15,600 in USDA funds to alleviate the costs of providing meals. For the 2011-2012 program year, Early Head Start has been funded for \$403,546, including \$10,089 in training funds. The Early Head Start program has also received a non-federal share waiver for a portion of the required non-federal share for the 2011-2012 program year. With this waiver, the required non-federal share amount is \$82,548.

The last CVCA audit, completed in December 2011, had two findings. One finding dealt with Davis-Bacon regulations and was originally identified in the Early Head Start Federal Monitoring Review. The other finding was an error that occurred in leave accrual during a roll-forward situation. Internal controls have been put in place to address both issues and to ensure that these issues do not reoccur in the future.

#### Programmatic Services

Classes meet for the Early Head Start program throughout the year, with 202 total days of classes. During the 2010-2011 program year, eight slots were available for children in two center-based classrooms located in the main offices of Clinch Valley Community Action, and an additional twenty-four slots were available in a home-based setting. Attendance for the school year averaged 83.55%. Although this percentage was lower than we would like, attendance studies pointed to a very active flu season and an extremely harsh winter as major causes for children's low attendance. The program does not provide regular transportation services for its children who attend the center based program, but it does provide transportation assistance for parents and caregivers when needed.

One of the goals of Early Head Start is to assist families to obtain and/or maintain health insurance and to ensure that families have a medical and dental home. At the end of the program year, 39 children and four pregnant women had some type of health insurance, and 38 children and four pregnant women had an ongoing source of continuous, accessible health care. Thirty-nine children were determined to be up-to-date with their scheduled preventive and primary health care, including immunizations. At the beginning of the year, one child had a source of regular dental care, while at the end of the year, thirty-nine children had a source of regular dental care and had received professional dental care. Additionally, the Early Head Start program helped one pregnant woman to receive needed dental care.

The CVCA program used the DECA tool to screen children for behavioral and mental health issues. Additionally, the program has a partnership with Cumberland Mountain Community Services to provide assistance with issues that do arise. A mental health professional was on-site in the Early Head Start classroom for an average of one hour each month, providing services for one child.

The Early Head Start program served five children with Individualized Family Service Plans (IFSPs) during the program year.

The Brigance is used to measure children's educational development. During the 2010-2011 program year, 39 children were screened using the Brigance. Head Start also uses the Creative Curriculum Developmental Continuum to measure student's growth in all areas. Transition activities to help Early Head Start children transition into Head Start or other preschool programs were conducted throughout the year. In total, nineteen children transitioned from Early Head Start to Head Start. These children received visits from the Head Start teachers as well as visiting the Head Start classrooms. Also, as part of transition activities, parents received assistance in all aspects of transferring their children into the Head Start program.

A well coordinated curriculum for children in the Early Head Start program is provided that allows each child to develop at his/her own pace. Children in the center based program are provided breakfast, lunch, and an afternoon snack. A typical day provides children with numerous learning

activities as well as physical activities. Children are allowed self-directed activity time and also participate in more structured learning activities.

Early Head Start served 32 families throughout the program year, with 15 of these families being two-parent households and 17 being single-parent families. The Early Head Start program has a monthly parent meeting. Parents constitute at least fifty one percent of the composition of the Policy Council that governs the CVCA Early Head Start and Head Start programs. Parents are encouraged to volunteer in the program and are always welcome in the classroom. During the 2010-2011 program year, 55 individuals volunteered in the Early Head Start program, with 35 of these volunteers being parents.

Early Head Start readily accommodates children with disabilities and integrates them into the regular classroom.

Recruitment for the 2012-2013 program year will begin in March as part of the Pre-School Partnership in conjunction with the Tazewell County Public Schools Pre-School program.