

Head Start of Muskegon/Oceana ANNUAL REPORT



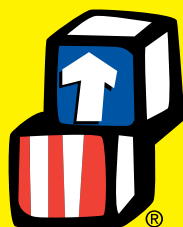
Fiscal Year 2010 Grant Award

December 1, 2008 - November 30, 2009

MAISD



Muskegon Area
Intermediate
School District



**Head
Start**
of Muskegon/Oceana

The first step to a brighter future



Head Start of Muskegon-Oceana

The first step to a brighter future.



Introduction

Head Start is a federally funded early childhood development program serving low-income children and families throughout the United States. Eligibility is limited primarily to children living below the federal poverty level, which equated to gross family income of \$22,050 for a family of four in 2009.

Since 1999, the Muskegon Area Intermediate School District (MAISD) has operated as the **Head Start** grantee serving all of Muskegon and Oceana Counties. Seven area school districts partner with the MAISD to provide **Head Start** services. The mission of the program is to provide the highest-quality services so that all our children are ready to succeed in kindergarten and beyond.

Today, 991 children receive **Head Start** services in 31 classrooms throughout the two counties. This number includes 67 children who are receiving **Head Start** services thanks to an ARRA Expansion Award received by the MAISD in September 2009.

The **Head Start** Child Outcomes Framework focuses on eight domains: Language Development, Literacy, Mathematics, Science, Creative Arts, Social & Emotional Development, Approaches to Learning, and Physical Health & Development. Beginning in the 2009-10 school year, all **Head Start** classrooms adopted Creative Curriculum for Preschool, a scientifically-based curriculum, along with an internet-based child assessment system to measure progress and make program improvements. The **Head Start** program dedicates significant efforts to encouraging parental involvement including home visits and the needs of each individual child relating to nutrition, physical health, mental health, and disabilities.

Funding

The Administration for Children and Families/Department of Health and Human Services provides funding to **Head Start of Muskegon/Oceana** to operate the program. The award for the grant year ending 11/30/09 was \$6,146,591.

Head Start of Muskegon/Oceana is required to provide at least 25% of non-federal share. For the grant year ending 11/30/09, this totaled \$1,536,648. Non-federal share consisted of the value of donated services and supplies. The majority of non-federal share was from local school districts that donated classroom and office space in district buildings, as well as staff time not paid for by the **Head Start** grant, and from parents and community members who worked as volunteers for the program.

USDA funds paid for a majority of breakfasts, lunches, and snacks served to **Head Start** children during the grant year.

Expenditures for staff wages and benefits comprise almost 70% of the budget. A contract for transporting the children to and from **Head Start** classrooms consumes approximately ten percent of the overall budget.

The proposed budget for the next grant year, ending 11/30/10, includes the following categories and amounts:

Personnel wages and benefits: \$4,252,219
Out-of-Town Travel: \$13,073
Equipment (one bus): \$75,000
Supplies: \$225,830
Contractual: \$1,024,807
(includes \$616,000 for bus transportation services)
Other: \$489,344
Total: \$6,080,273

Enrollment

The total number of children served during the 2008-09 school year equaled 1,048. Average monthly enrollment (as a percent of funded enrollment) was 100% in all months leading up to 60 calendar days until the end of the school year. Statistics for the year show that 63% of the children served were four-year-olds; 48% of children served were minorities.

Program waiting lists once again remained high during 2008-09. The month-end waiting list averaged 240 children during the year, reaching a high of 265 children in January 2009. It is estimated, using county birth numbers and federal census data regarding childhood poverty, that **Head Start of Muskegon/Oceana** served approximately 70% of income-eligible children (using the 100% of poverty threshold indicator only) throughout the service area during the 2008-09 school year.

Results of the Most Recent Federal Review & Financial Audit

During the week of May 5, 2008, the Department of Health & Human Services sent a team to inspect the operations of **Head Start of Muskegon/Oceana**. Such reviews are conducted automatically by the federal government every three years. On June 17, 2008, the team leader sent a report to the MAISD which included one finding of noncompliance needing corrective action. The finding pertained to the failure to secure children's backpacks on the agency's buses in violation of **Head Start** Performance Standard 1310.15(b). Following Policy Council approval, on October 14, 2008, the MAISD sent a letter to the Chicago Regional Office documenting compliance with this standard.

On October 29, 2009, the independent auditing firm of Brickley DeLong issued its annual audit of finances at the MAISD, including **Head Start** operations. The auditors presented an "unqualified opinion" with no significant audit findings. The federal A-133 audit of government sources of income, also conducted by Brickley DeLong, has been filed with the federal clearinghouse.

Children Enrolled in the Program Receiving Medical & Dental Exams

Linking families with permanent medical and dental "homes" is a critical part of establishing stability and long-term health care for **Head Start** families and children. By the conclusion of the 2008-09 school year, 99% of **Head Start** children served had established primary care physicians. Furthermore, 98% of all children were up-to-date with age-appropriate primary health care examinations. In respect to dental care, 98% of **Head Start** children had been established as clients with local dentists. During the prior 12 months, 98% of all enrolled **Head Start** children had dental exams.

Parent & Family Involvement Activities

Head Start of Muskegon/Oceana believes that parents are a child's first and most important life-long teacher. Home visits by staff occur regularly throughout the year. In addition, the program sponsors a variety of parent and family involvement activities, including the following examples:

- Family Fun Nights
- Stewards of Children Training
- Buddy Night with Home Depot providing wood project kits, tools, and children's work aprons
- Healthy Body/Healthy Mind with fitness activities
- Teach Spanish to English-speaking parents and English to Spanish-speaking parents
- Family Literacy Nights
- Holiday Celebrations
- Adult enrichment classes at no cost
- Dad N' Me—Fatherhood Initiative
- Positive Behavioral Supports
- 1, 2, 3 Magic
- Love and Logic
- Curriculum Development
- Circle of Parents Group
- Cooking with Kids
- WGVU Ready to Learn
- Budgeting workshops
- Zoo-phonics training
- Stranger danger information session and monthly meetings



Transitioning Children to Kindergarten

In partnership with local school districts, several collaborative efforts take place to transition children from **Head Start** into Kindergarten in a seamless and child-friendly manner. Kindergarten enrollment packets are provided to **Head Start** families, and Kindergarten registration information is reviewed with them personally. Also, each spring families receive a TUB (Taking Understanding Beyond School), which includes a book, a game, coloring and writing materials, etc.

Each spring, meetings are held between **Head Start** facilitators and Kindergarten teachers to discuss the children's progress and needs. In addition, parents and children visit Kindergarten classrooms via **Head Start** field trips, attend Kindergarten orientation, entertain guest Kindergarten teachers in **Head Start** classrooms, and attend round-ups and conferences.

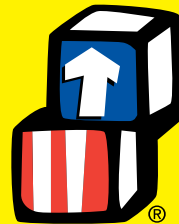


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