

# Early / Head Start Annual Report 2008—2009



**Funded Enrollment**  
**Early Head Start 62      Head Start 550**

**Policy Council Members**

**Alexander County**

- Julie Swisher
- Jami Boyer

**Hardin County**

- Angie Vaughn

**Johnson County**

- Jennifer Conroy
- Virginia Monroe
- Jodi Montgomery

**Massac County**

- Lanetta Caldwell
- Amanda Bradley
- Grace Dalla
- Karen Cox

**Pope County**

- Gloria Pounds

**Pulaski**

- Martha Garrett
- Jamie Elsner
- Janet Maggio

**Union**

- Sonya Smith
- Paula Huggins
- Joan Edwards

**Board of Health**

**Cross Over Member**

- Sharon Burris, Phd

**To The Citizens of**

**Southern Illinois:**

In 1993 Southern Seven Health Department received the federal award from the Department of Health and Human Services to operate the Head Start program in the Southern Seven counties of Illinois which includes Alexander, Hardin, Johnson, Massac, Pope, Pulaski, and Union. Each subsequent year, continuation grants have been funded to provide comprehensive preschool program to children and families.

In 2002 Southern Seven received funding for Early Head Start to provide services to infants and toddlers in Alexander and Pulaski counties. This option is available through center based care in these two counties and Home Based is available in all seven counties.

The program operates under and is evaluated based on approximately

2000 Performance Standards (CFR 1304, 1306,1308,1310) and administrative requirements (Section 644 of the Head Start Act) as indicated in the following categories:

- Education & Early Childhood Development
- Child Health & Development
- Child Health & Safety
- Child Nutrition
- Child Mental Health
- Children with Special Needs
- Family Partnerships
- Community Partnerships
- Program Governance
- Record Keeping & Reporting
- Finance
- Internal Controls

- Self Assessment
- Planning, Communication
- Facilities, Materials & Equip.

The most recent reauthorization “Improving Head Start School Readiness Act of 2007” requires programs to present an annual report to the public. I am pleased to provide this snapshot of Southern Seven Health Department’s Early / Head Start comprehensive program for children and families.

Angie Messmer

**Administration**

- Nancy Holt—Executive Director
- Angie Messmer—Early Childhood Administrator
- Debbie Musgraves—Fiscal Officer
- Diana Jeffords— Human Resources Administrator

**Southern Seven Health Department Board of Health**

Dr. Gene Zinn	Board President	Lucinda Spivey	Kevin Stallions
Terry Heisner, DC	Vice Pres.	Sharon Edwards	George Floyd
Tommy Mathis	Secretary	Jeff Mears	Gene Dixon
Bruce Jeffress	Treasurer	Sharon Burris, Phd	Lynn Hanle
Mike Caldwell		Carolyn Kindle	Pete Windings
Laura Jo Sullivan		Billy Hillebrand	Aaron Hepp
Nancy Kline		Carolyn Kindle	Dr. Kathy Swafford
Wayne Eichorn		Carl Henson	Randall Lambdin
Gregory Atkinson		Steve Hudson	

## Locations, Demographics, and Staffing

Anna Head Start Union County 90 Students	Brookport Head Start Massac County 22 Students	Cairo Head Start Alexander County 63 Students
4 – 3 year olds 46 – 4 year olds 40 – 5 year olds	2 – 3 year olds 9 – 4 year olds 11 – 5 year olds	9 – 3 year olds 27 – 4 year olds 27 – 5 year olds
2 Black 10 Hispanic 58 White 20 Mulitracial	1 Black 17 White 1 Hispanic 3 Mulitracial	57 Black 1 White 5 Mulitracial
23 Employees	4 Employees	13 Employees

The Mission of  
Southern Seven Health  
Department  
is to promote a safe  
and healthy environment  
by providing preventive health  
care,  
family support services,  
and child development  
programs



Egyptian Head Start Alexander County 17 Students	Goreville Head Start Johnson County 12 Students	Hardin Head Start Hardin County 18 Students
0 – 3 year olds 8 – 4 year olds 9 – 5 year olds	1 – 3 year olds 5 – 4 year olds 6 – 5 year olds	0 – 3 year olds 5 – 4 year olds 13 – 5 year olds
10 Black 6 White 1 Mulitracial	11 White 1 Mulitracial	16 White 1 Black 1 Mulitracial
4 Employees	4 Employees	6 Employees



Jonesboro Head Start Union County 19 Students	Joppa Head Start Massac County 25 Students	Metropolis Head Start Massac County 98 Students
0 – 3 year olds 7 - 4 year olds 12 – 5 year olds	2 – 3 year olds 12- 4 year olds 11 – 5 year olds	11 – 3 year olds 49- 4 year olds 38 – 5 year olds
16 White 3 Mulitracial	3 Black 14 White 8 Mulitracial	15 Black 1 Hispanic 63 White 17 Mulitracial 1 Asian
2 Employees	9 Employees	19 Employees



Mounds Head Start Pulaksi County 55 Students	Pope Head Start Pope County 18 Students	Rustic Campus Head Start Pulaski County 27 Students	Vienna Head Start Johnson County 47 Students
8 – 3 year olds 24- 4 year olds 23 – 5 year olds	1 – 3 year olds 9 - 4 year olds 8 – 5 year olds	9 – 3 year olds 9 - 4 year olds 9 – 5 year olds	4 – 3 year olds 20 - 4 year olds 23 – 5 year olds
40 Black 12 White 3 Mulitracial	17 White 1 Mulitracial	1 Black 23 White 3 Mulitracial	1 Black 45 White 1 Mulitracial
13 Employees	5 Employees	13 Employees	16 Employees

## Locations, Demographics, and Staffing

Cairo Early Head Start Alexander County 12 Students
<b>Ages Birth - 3</b>
12 Black
3 Employees

Mounds Early Head Start Pulaski County 9 Students
<b>Ages Birth - 3</b>
6 Black 3 White
4 Employees

Home Based Early Head Start All Seven Counties 5 Students
<b>Ages Birth - 3</b>
5 White
3 Employees



Rustic Campus Early Head Start Pulaski County 21 Students
<b>Ages Birth - 3</b>
2 Black 18 White 1 Multiracial
10 Employees

## Program Information

The Performance Standards requires all Early / Head Start programs to meet specific standards:

- Required to meet funded enrollment at all times
- Required to meet 20% of grants funds through In-Kind match
- Required to serve 10% of children with Special Needs
- Assure 90 % eligible children are served

Total Number of Staff  
Early / Head Start  
162

Average monthly Enrollment  
100%

Eligible Children served  
  
Head Start 92%  
Early Head Start 94%



Number of Children Served

Head Start	608
Early Head Start	99

Percentage of Children served with Special Needs

Head Start	13%
Early Head Start	9%

Number of Families Served

Head Start	571
Early Head Start	99

The Total Number of Volunteers who provided services for the children and families

1174

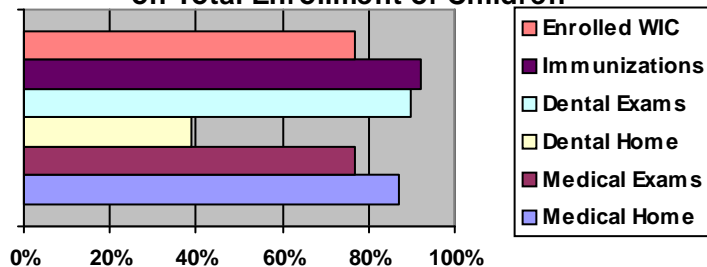
## Health Information

The Performance Standards requires all Early / Head Start programs to provide comprehensive Health care services. This includes working with each family to assure they receive certain medical needs for their children. All children receive Medical Assessments as part of the program to determine if follow up care is needed. Children receive a hearing and vision screening as well as dental services.

Head Start Health Services - Based on Total Enrollment of Children



Early Head Start Health Services - Based on Total Enrollment of Children



## Health Goals

- Establish a Medical and Dental Home
- Complete all physical and dental examinations
- All children up to date with immunizations

## Educational Goals & Objectives

- Children will develop a holistic mastery of skills that will enable them to attain academic success.
- Children will be physically, socially, and emotionally prepared to learn.
- Early and Head Start Staff will develop early partnerships with parents that will allow for parents to participate as an active member in their child's education.
- Staff are qualified, productive and professional.

## Curriculum & Assessment Tools Used by the Early / Head Start Program

- Creative Curriculum
- Creative Curriculum Developmental Continuum Ongoing Assessment—Outcomes Monitoring
- Portage—Tool for Observation and Planning
- Denver II
- Dial 3 Development Assessment
- Esi. R / Esi.K Developmental Assessment
- Ages & Stages Questionnaire: Social / Emotional
- Second Step— Violence Prevention
- I AM Moving I AM Learning Physical Development Curriculum
- Color Me Healthy—Nutrition Curriculum
- Food Groupie—Nutrition Curriculum

## Child Outcomes — Assessment

## Head Start



Early / Head Start programs are required by the Office of Head Start and the Performance Standards to track and monitor Child Outcomes to assure program effectiveness. This effort is accomplished by Southern Seven Early / Head Start through the use of the Creative Curriculum Continuum by ongoing assessments conducted by each child's teacher. There are three reporting periods in which the data collected by the teachers is calculated: Fall, Winter and Spring.

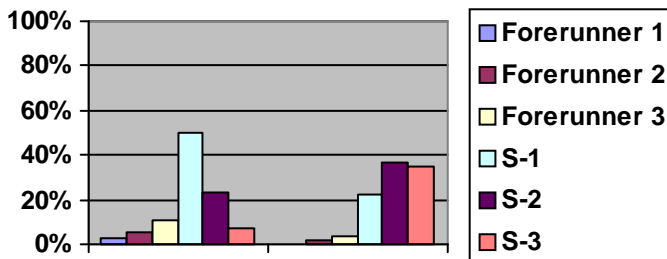
The Creative Curriculum Continuum categorizes the outcomes in stages that include:

- Forerunner
- Forerunner 1, 2, 3
- Stage 1
- Stage 2
- Stage 3

This terminology starts at the basic skill set with Forerunner and ends with the more advanced skill set with Stage 3. The graph below gives a picture of

where children are during the first collection in the Fall compared to the last collection in the Spring. In the Fall you will see that most children are in the fourth and fifth— Stage 1 and Stage 2. In the Spring you will see that most of the children have moved to the last two categories Stage 2 and Stage 3. The biggest gains are in the Stage 3 which is the most advanced skill set. 72% of the children fall in Stage 2 & 3 during the last collection period.

**Child Outcomes - Fall to Spring Comparisons**



### Kindergarten Preparedness

One of the main educational goals is to assure children are ready for Kindergarten. To accomplish this task, Site Supervisors and teachers review the Kindergarten expectations from each child's future school district and incorporate those items into daily lesson plans. Individual educational goals are set that helps each child succeed at their own pace. This information is shared with parents and is sent to the school district before the child enters Kindergarten.

Children transitioning to Kindergarten  
40% of enrollment  
246 children

## Child Outcomes—Assessment

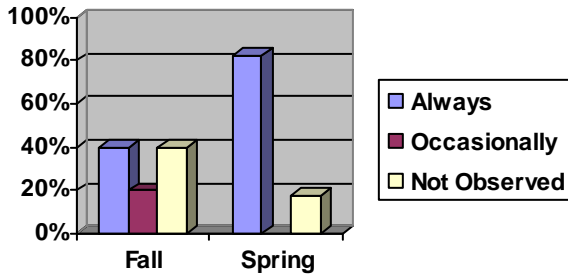
## Early Head Start

The Early Head Start program uses the Portage Tools for Observation and Planning to track and monitor individual child outcomes. The information is gathered by each child's teacher at four intervals during the calendar year. To remain consistent with outcomes monitoring for the program, a comparison from Fall to Spring shows gains children make during the regular school year. The Portage Tool for Observation and Planning uses the terms "always,

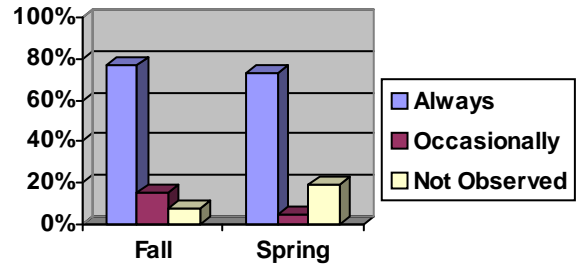
occasionally and not observed" as the assessment categories and the tool is broken into age groups by months. The developmental milestones that infants and toddlers make from one month to the next is very significant. Consistent monitoring of their progress allows the teachers to effectively plan activities that will meet each child's needs. The graphs show that children make significant gains from the Fall to the Spring. The Graphs indicating the outcomes are on the following page.

**Early Head Start Outcomes Graphs**

**Portage TOP 0-9**



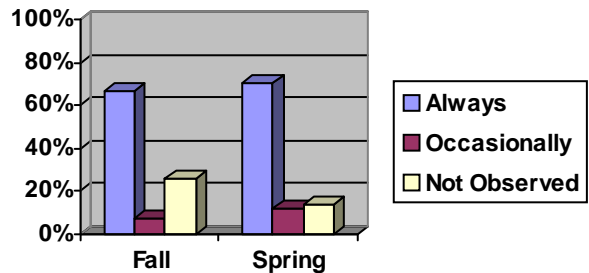
**Portage TOP 9 - 18**



Number of Meals Served for the School Year	
Breakfast	45,598
Lunch	67,010
Snack	23,146



**Portage TOP 18 - 36**



**Nutrition**

One of the highlights of each child's day is the meals they receive at school. At Southern Seven, the meals are homemade, nutritious and served family style. This means that each meal children receive meets 2/3 of the daily nutritional requirements for vitamins and minerals. Children sit at the table with their teacher and are able to serve their own food and have meaningful conversations with each other while they eat. Meals are reimbursed through USDA.

**Family Support**

The services that Early / Head Start provides is far more than just a classroom setting. The whole FAMILY is our concern. Each FAMILY is important and we strive to meet the needs on an individual basis. Family Night meetings are held, officers are elected and events are planned that are both fun and educational. The support for the Family or individuals is provided in the good times and during those difficult times as well. Educational opportunities are provided to give parents the "edge" when it comes to nutrition, parenting skills, job training and support. Parent Coordinators are located at each site to assist parents with their needs.

**Transportation**

Most children ride to school on a bus. Some parents choose to bring their children to school. Safety is the first priority for all children. Most bus routes are kept to around an hour. Each child is secure in a "car seat" type system. The drivers are thoroughly trained and no child is ever left alone at any time. Parents have the opportunity to ride the bus with their children and volunteer in the classroom. Southern Seven contracts for bus services with Raines Bus Lines in Hardin County, B & S Bus Service in Massac, Illinois Central in Pulaski, Pope County and Egyptian School transports our children and we operate our own buses in the other two counties that we serve.

**Family Involvement****Activities**

- Parent Groups
- Policy Council
- Health Advisory
- Education and Special Needs
- Reading is Fundamental Reading Program
- Family Partnership Agreements
- Male Involvement
- Parent Orientation
- Home Visits & Parent Teacher Conferences

**Memorandums of Understanding and Transition Agreements**

- Anna School District
- Buncombe School District
- Cairo School District
- Century School District
- Cobden School District
- Cypress School District
- Egyptian School District
- Goreville School District
- Hardin County School District
- JAMP Special Education Services
- Jonesboro School District
- Joppa Maple Grove School District
- Lick Creek School District

**Family & Community****Training Opportunities**

- Parenting Classes that cover Child Guidance, Money Management, Communication, etc.
- Nutrition
- Cooking Classes
- Bus Safety
- Health
- Literacy
- Mental Health
- Family Fun Nights
- Transition to Kindergarten



- Massac School District
- Meridian School District
- New Simpson Hill School District
- Pope County School District
- Shawnee School District
- Tri-County Special Education
- Vienna Elementary School
- Wabash Ohio Valley Special Education

**Interagency Agreements**

- Child & Family Connections #24
- Bethany Village
- Cairo Women's Shelter

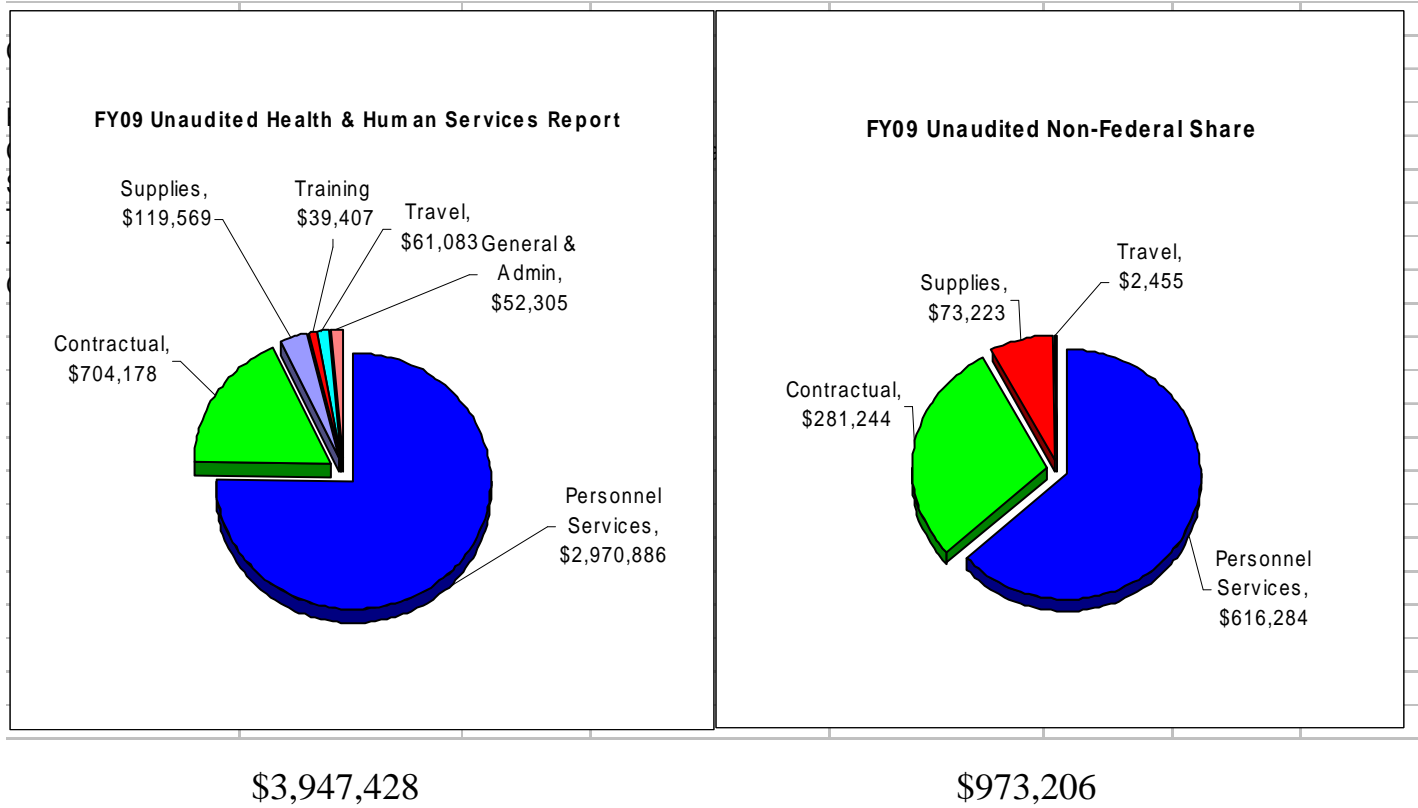
**Joint Cooperative Agreements**

- Illinois Department of Children & Families
- Egyptian School District
- Emerson Elementary
- Goreville School District
- Jonesboro School District
- Massac School District
- New Simpson Hill School
- Vienna Elementary School

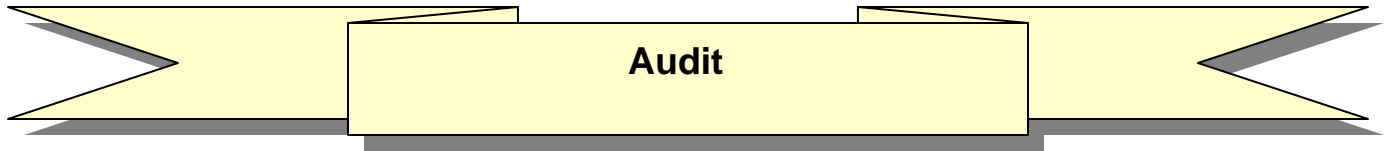
**Vendors**

- Prairie Farms
- Gordon Foods
- Lewis Bros. Bakeries
- Raines Bus Lines
- Local Grocery stores
- Local Businesses
- Illinois Central Bus
- B & S Bus Service

**Fiscal Information—FY2009**

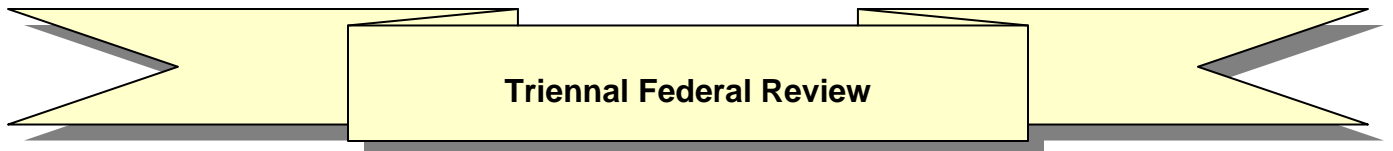


**Total \$4,920,634**



## Audit

Beussink, Hey, Roe, Seabaugh & Stroder, L.L.C. will conduct the annual financial Audit for the year ending June 30, 2009 in October, 2009. Southern Seven Health Department strives to remain in compliance with the requirements described in the U.S. Office of Management Budget (OMB) Circular A-133.



## Triennial Federal Review

All Early/ Head Start programs are required by the Office of Head Start to have a Federal Review every three years. The review team is made up of people from all over the United States with various backgrounds. Early / Head Start programs receive a 30 day notice of when the review will occur. The last review for Southern Seven Early / Head Start was October 2007. Southern Seven Early / Head Start was found to be in full compliance with the Early / Head Start Performance Standards. The Early / Head Start program will be undergoing a review this program year.

