



Northern Panhandle Head Start, Inc.

*Engaging Young Children and their Families
in a Comprehensive Early Childhood Development Program
Annual Administrative Report 2019-2020*

A Message from the Executive Director

What a year we have had. We miss you very much and I hope that you and your family are all safe and healthy.

With the uncertainty of the Coronavirus we have been able to maintain our staff on the payroll and allow them to work virtually. We have utilized technology within the program to stay connected with our families and provide virtual services. Staff have also, been out delivering meals where needed, we have also supplied requested diapers, wipes and formula to families in need.

We have applied for funding under the CARES Act to purchase important sanitizing equipment for all of our centers. In order to provide a clean and sanitized environment for staff, children, and visitors we will be purchasing a sanitizing system to be used to disinfect our centers, classrooms, and busses. Protexus Electrostatic Systems will be purchased and placed in all of our centers to be used for daily disinfection. It will disinfect and is safe for all surfaces including floors, materials, and walls.

Funds will also be used to set up screening stations at all of our sites. This will include hand sanitizer to be used upon entry as well as non-contact thermometers to screen all of the staff, children, parents, and visitors at each site. Disposable masks will be available for adult use only. We will also purchase plexiglass shields for our reception areas to provide a visible barrier to protect our staff who has contact with all center visitors.

After two years of preparation and paper work, we have finally purchased our fourth building. In February, we signed the final documents and now own the Stepping Stones Learning Center in Moundsville.

We were permitted to carry over Head Start funds from our 18-19 program year into the 19-20 program year and we will be renovating the Pipinos and Creative Learning Center playgrounds.

We have maintained full enrollment in all programs, Head Start enrollment is 374, Early Head Start enrollment is 140, our Child Care Partnership program provides service to 72 children, and our MIHOW/MIECHV program serves 40 families.

We will continue to support our staff in their growth and professional development, family engagement and strong community partnerships.

On behalf of the Board of Directors, Policy Council and staff of Northern Panhandle Head Start, it is an honor to serve the children and families of the northern panhandle communities.

~ Cathy Williams, B.S., MSSL, Executive Director

Hello my name is, Cheryl Santimarino this is my story.

My name is Cheryl Santimarino. I have been in a committed relationship for 9 years. We have two beautiful daughters ages 5 and 3. I love spending time with my family. We like to go fishing, camping, playing softball and other outdoor activities.

I am a parent of Head Start. My oldest spent two years in Head Start before going to Kindergarten and my youngest daughter is currently attending Early Head Start. The first time I was told about an opportunity at Head Start was when I met with my oldest daughters FRA. The FRA told me that I had very good hand writing and I could come to be her personal secretary. At the time I was a supervisor at Walmart and nervous about change.

My boyfriend had a home visit with our oldest daughter's FRA and asked if they were hiring because he wanted me to pursue a career with my degree. The FRA encouraged him to tell me to apply for the FRA position. I applied and was called a few days later for an interview. I began my position as the FRA for North Park. The first year was tough because I came in during the middle of the year and was trying to connect with the families. I have now been with the company going on 2 years as a FRA. I hope in my career at Northern Panhandle Head Start, I will continue to grow and learn new ways to support our children and families.



~ Cheryl Santimarino, Ohio County Family Resource Advocate

Parent Testimonial

I don't know that I could have found Northern Panhandle Head Start at a more important time than I did. You have literally been a life saver. You have always made Lyle feel so special and needed. And, for that I am forever grateful. Northern Panhandle Head Start has always been more than a preschool to Lyle. I am and will continue to be your biggest fan and will send every person I know that has a preschooler your way! Thank you for everything Brelle.

***Love
Kim (Lyle's Memaw)***

Program Information Report Outcomes for 2018-2019

(Information compiled from the most recent PIR 2018-2019 and enrollment data from the same period. Compiled by Cher McKeever, ERSEA & Information/Technology Coordinator)



Early Childhood Development and Health Services ~

The annual Program Information Report (PIR) indicates that of the 472 children enrolled in Head Start during 2018-19, 74.8% were up to date on a schedule of preventative and primary health care and 64.6% completed a professional dental examination.

Of the 215 children enrolled in Early Head Start for the same period, 96.7% of the children enrolled were up to date on a schedule of preventative and primary health care.

Of the 103 children enrolled in the Child Care Partnership for the same period, 97.1% of the children enrolled were up to date on a schedule of preventative and primary health care.

Of the children enrolled in Head Start, 13.3% had an Individualized Education Plan (IEP) while 28.2% of the children enrolled in Early Head Start had an Individualized Family Service Plan (IFSP). 35.9% of the children enrolled in the Child Care Partnership had an Individualized Family Service Plan (IFSP).

Enrollment ~

Head Start/Early Head Start Grantees are required to report the total number of children and pregnant women served during each month of the operational year. The cumulative enrollment during the period July 2018 - June 2019 for Head Start and Early Head Start was 100%, respectively.

Of the 472 children enrolled in Head Start during 2018-19, enrollment

eligibility types were 6% enrolled based on public assistance, 62% were enrolled based on 100% federal poverty guidelines or below, 7% were over-income, 5% were enrolled based on foster care with 11% based on homelessness, and 9% were enrolled based on incomes between 100% & 130% of the federal poverty guidelines.

Of the 215 children and 14 pregnant women enrolled in Early Head Start during the same period, 4% were enrolled based on receipt of public assistance, 59% at or below 100% of the federal poverty guidelines and 6% were enrolled based on foster care eligibility with 21% based on homelessness, 1% based on over-income eligibility, and 9% were enrolled based on incomes between 100% & 130% of the federal poverty guidelines.

Of the 103 children enrolled in the Child Care Partnership during 2018-19, enrollment eligibility types were 0% enrolled based on public assistance, 52% were enrolled based on 100% federal poverty guidelines or below, 4% were over-income, 15% were enrolled based on foster care with 16% based on homelessness, and 13% were enrolled based on incomes between 100% & 130% of the federal poverty guidelines.

Annual Budget ~

The Head Start and Early Head Start program received \$6,870,576 to provide services for pregnant women and children ages birth to 5 during the operating period of July 1, 2019 - June 30, 2020. The non-federal share (or local in-kind match) was \$1,717,645. Maternal Infant Health Outreach Worker (MIHOW) program (Ohio County) received \$68,000 to operate during the same period. Maternal, Infant and Early Childhood Home Visiting (MIECHV) received \$80,000. The Child Care Partnership received \$1,303,552 for the period of July 1, 2019 - June 30, 2020. The non-federal share (or local in-kind match) was \$325,888.

Federal Review Outcomes ~

The annual review is performed by the Administration for Children and Families (ACF) as part of a regulatory monitoring process of Head Start Programs. The most recent monitoring review was conducted on June 5, 2019. At that time a determination was made that our Head Start and Early Head Start program had at least one area of deficiency and one area of noncompliance. We were informed at the same time that we would need to re-compete for our grant award. We were given 30 days to correct the deficiency and 120 days to correct the non-compliance. We

requested an extension to respond to the deficiency and were granted the extension. Our corrective action plan for the deficiency was submitted on September 12, 2019 and was approved on October 17, 2019. We submitted our corrective action plan for the non-compliance on October 14, 2019 and the plan was accepted on December 3, 2019. We still await word on the status of the re-competition.

Fiscal Audit ~

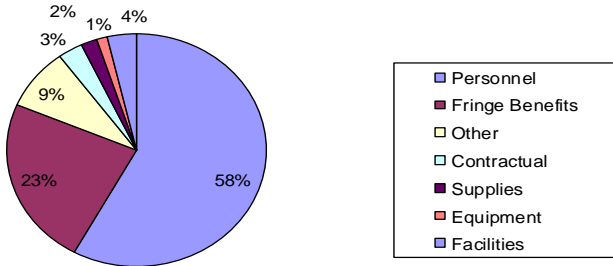
The annual independent audit was performed by Zeno, Pockl, Lilly and Copeland, A.C. - Certified Public Accountants and Consultants of Wheeling, WV. This audit was conducted in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States. In accordance with the Government Auditing Standards, the report dated January 23, 2020 stated that there were no findings related to the financial statements and no findings or questioned or likely questioned costs for federal awards for the fiscal year ending June 30, 2019.

The audit included the following statement of activities for Fiscal Year ending June 30, 2019:

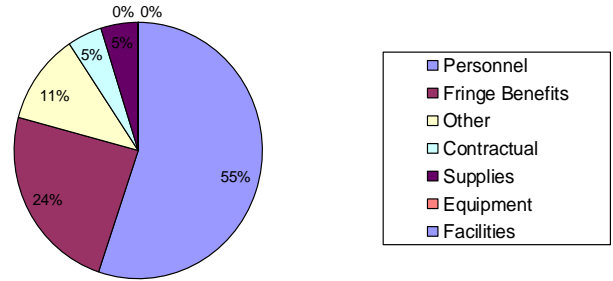
<u>REVENUE</u>	
Federal Assistance	\$7,351,851
USDA Meal Reimbursement	183,522
MIHOW Grant	55,329
MIECHV Grant	59,062
Fee for Service income	348,699
Food Basket donations	4,300
Other Income and refunds	107,163
Investment income	1,464
Interest income	150
In-kind revenue	<u>775,120</u>
Total Revenue	\$8,886,660
<u>EXPENSES</u>	
Program	\$7,690,932
Administration	<u>909,979</u>
Total Expenses	\$8,600,911

~ fiscal data compiled by
Cathy Williams, Executive Director

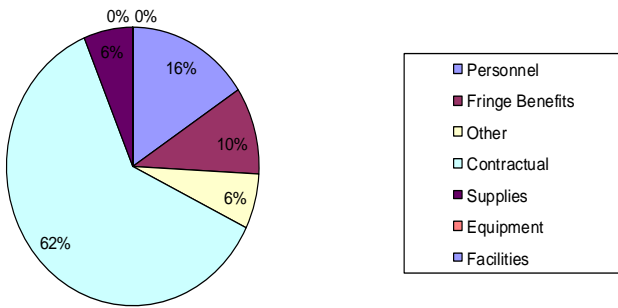
**Approved Budget Head Start and Early Head Start
7/1/2019 - 6/30/2020**



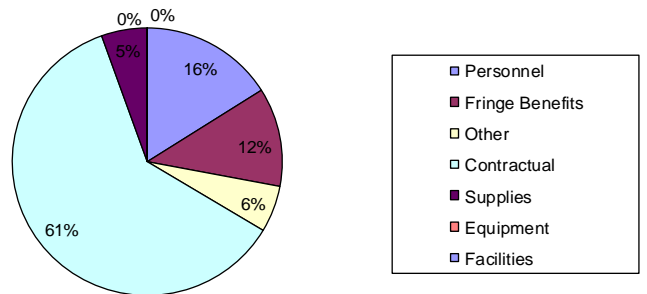
**Projected Budget Head Start and Early Head Start
7/1/2020 - 6/30/2021**



**Approved Budget Child Care Partnership
7/1/2019 - 6/30/2020**



**Projected Budget Child Care Partnership
7/1/2020 - 6/30/2021**



Child Development Outcomes & School Readiness

NPBS School Readiness Goals encompass the foundational learning experiences that prepare children to be school ready. School readiness means children are ready for school, families are ready to support their children's learning, and schools are ready for children.

Head Start Child Development Outcomes (serving children ages 3-5) show results of child assessment data using the Early Learning Reporting System (ELRS), which follows the guidance of the West Virginia Early Learning Standards Framework and Head Start Early Learning Outcomes Framework and provides the continuum for learning for preschoolers. The ELRS data identifies where the program needs improvement in order to provide a quality education for all children.

This chart shows children's progress and percentage of gain in developmental domains from ELRS fall to winter 2019-2020.

Domain	Fall Scores	Winter Scores	% of Gain
Math/Science	1.7	2.6975	57.80
Social/Emotional	2.285	3.425	48.735
Language/Literacy	1.84	2.7625	50.89
Physical Health & Dev.	2.475	3.45	40.38
Approaches to Learning	1.99	3.06	52.75

Special Populations – ELRS growth from fall to winter in all Domains (rating from 1-5)

Children in Homeless Situations: 1.77>3.25; Children in Foster Care: 1.93>2.857, Children with an IEP: 2.25>2.80

*Due to the COVID-19, the winter to spring ELRS data were not completed in time for this report.

Classroom Assessment Scoring System (CLASS) measures the interactions between teachers and students in the domains of Emotional Support, Classroom Organization, and Instructional Support.

NPBS SCORES IN THE FALL OF 2019-2020 (Rating 1-7)*			
	Emotional Support	Classroom Organization	Instructional Support
NPBS	5.802	5.111	3.432962
*Due to the COVID-19, the spring CLASS observations FOR 2019-2020 for our collaborative sites and for Head Start classrooms were not completed. We believe that if CLASS was completed in the spring that we would meet or exceed the national average for Emotional Support and Classroom Organization. We were higher in Instructional Support.			
NATIONAL SCORES AT THE END OF 2019 (RATING 1-7)			
	Emotional Support	Classroom Organization	Instructional Support
NATIONAL SCORES	6.05	5.79	2.91

Early Head Start (serving pregnant women and families with children

ages birth to three) The Early Head Start program is fortunate to have active partners throughout the service area that enhances the quality of comprehensive services.

During the 2019-2020 school year EHS has enrolled fifteen prenatal moms. Nine of the fifteen mothers have delivered healthy babies and have received a postpartum visit and diaper bag filled with goodies from the EHS Nurse. Five of those newborns have remained enrolled in the EHS program this program year.

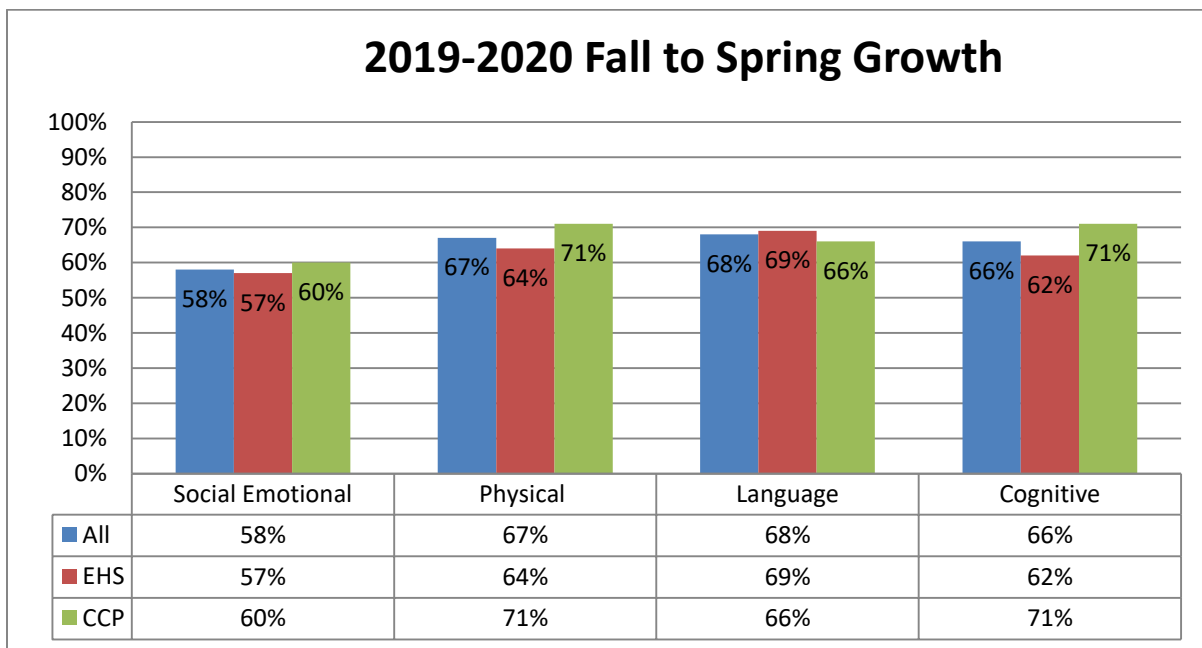
The Early Head Start-Child Care Partnership Program provides Early Head Start services to families attending child care centers. NPBS collaborates with five child care centers in the northern panhandle. Our current partners include The Children’s Academy LLC in Hancock County, Little Bear of Weirton in Brooke County, Noah’s Ark in Ohio County, Glen Dale Child Development Center and Higher Hills Children’s Center in Marshall County. The EHS-CCP program has assisted in the credentialing of 53 child care staff and are currently working with an additional 6 staff in various stages of their Child Development Associates credential. Through the EHS-CCP program we have steadily maintained an average of 72% child care subsidy funding for the 72 enrolled children.



School Readiness Goals for EHS and CCP are measured through Teaching Strategies GOLD data which is collected via observing the child at play, exploring their environment, and through interactions with peers and adults. The following data shows the percentage of children meeting EHS School Readiness Goals for Winter and Spring.

SRG Domains	Social & Emotional		Cognition & General Knowledge		Language & Literacy		Physical Health & Development		Approaches to Learning	
	Winter	Spring	Winter	Spring	Winter	Spring	Winter	Spring	Winter	Spring
EHS	90%	90%	92%	92%	83%	83%	88%	90%	89%	91%
CCP	90%	94%	92%	98%	83%	92%	88%	93%	89%	96%

The 2019-2020 program year has shown children’s progress in all developmental areas measured. The chart below outlines the total growth percentage for children in the Early Head Start and the Child Care Partnership program separately and together over three of the four reporting checkpoints.



~Beth Prettyman, MSSL, Early Head Start Manager

Family and Community Engagement

Family Involvement: Parent Meetings and Trainings - parents participate in monthly center parent meetings to discuss classroom activities, plan educational community outings and offer suggestions to enhance the program, as well as to socialize with one another.

NPHS also offers trainings/workshops/Conscious Discipline parenting for parents based on their input and expressed interests. Additionally, based on staff participation on many local committees, community-wide issues can be discussed among the parent groups. Examples have included: Child Abuse & Neglect, Homelessness, Foster Care, Basic First Aid, Nutrition, Harmony House, YWCA, Sexual Assault Help Center, Substance Abuse and Treatment Options, Budgeting, and Healthy Lifestyles. The staff also work individually with parents, as needed, on such issues as: Resume' writing, Job Interview Tips, Domestic Violence prevention, obtaining a Driver's License, and obtaining a GED.



The success of our program depends on parent involvement: As of April 7, 2020, 637 volunteers (parents, family members and community members) have provided 39,723.84 hours collectively! This total equals \$1,016,026.35! These volunteers have participated in Policy Council, Administrative Planning, Self-Assessment, and interviews of potential employees, to name a few things.



Family Activity Night (FAN) provides families with the opportunity to come together, have a healthy meal, and interact in activities that focus on a centralized theme. In October 2019, the theme was, Mental Health, featuring the Village Network staff members. A total of 194 children and parents/guardians attended this event throughout the 5 counties. The January 2020 theme was, "Literacy." A total of 134 children and parents/guardians attended this event throughout the 5 counties. The March 2020 FAN had to be canceled due to the pandemic.

Community Involvement: Head Start recognizes the importance of giving back to the community. In doing so, the parent committees in all five counties have committed to partake in community projects. Projects have included planting flowers at a local nursing home and making cards for the residents, collecting food and paper products for food pantries, the collection of pop tabs for the Ronald McDonald House, and community clean-up projects.

~ Janel Armstrong, B.S., L.S.W. Family & Community Partnerships Manager

Disabilities Services

NPHS's goal in this area is to ensure that the **developmental and social-emotional needs** of each child are met and their families are supported and effectively included in the full range of program activities. Each child participates in developmental and social-emotional screenings that are developmentally appropriate for young children ages birth through five. We use the results of these screenings to refer children to local education agencies who provide early intervention and special needs services. Currently, 53 Head Start children (ages 3-5) have been identified to receive special education services from the county schools (Individualized Education Plan - IEP), while 27 children (under 3 years old) in the Early Head Start program are being served by West Virginia Birth to Three under an Individualized Family Service Plan (IFSP). There are also 15 children enrolled in our Child Care Partnerships programs who are receiving services from West Virginia Birth to Three as well.

Mental health support for children and families is a passion for this program. NPHS's mental health component is also supported through a partnership with the Village Network who offers individualized support for children and their families and facilitates referrals for outside mental health services when needed. To date, 16 children have been referred for individualized mental health support through the Village Network program. When a family with multiple children is referred, all of the children receive support and benefit from the strategies provided. Currently 11 children are receiving a combination of classroom support, home visits and counselling from the Village Network. These 11 include 10 Head Start children, 0 Early Head Start children and 1 Child Care Partnership child.



~ Amanda Huntsman, Child Development/Disabilities Coordinator



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Linda Myers+
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This institution is an equal opportunity provider.

Funded Enrollment

Early Head Start – 140 children birth to 3 years old and pregnant women.

Head Start – 374 children ages 3-5 years old.

MIHOW – 40 children birth to 3 years old and pregnant women.

Child Care Partnership – 72 children birth to 3 years old enrolled in a Child Care Setting.

Head Start Funding Source

United States Department of Health and Human Resources, Administrative for Children and Families, Administration on Children, Youth and Families, Office of Head Start (report compiled in part based on the requirements of the *Improving Head Start for School Readiness Act of 2007*)

MIHOW Funding Source The West Virginia Legislature – WV Department of Health and Human Resources

MIECHV Funding Source The Bureau for Public Health: Office of Maternal, Child and Family Health

Mission Statement

Our mission is to provide a high-quality, family-focused program uniquely designed to prepare children for learning and life.

Vision Statement

“Building foundations for life-long growth and development”



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(SPECIAL NOTE: The content of this report is not all inclusive of the activities undertaken by this agency, however, provides a brief overview.)