

**Trumbull Community Action Program
Head Start**



2022-2023

Annual Report

Toni Heller,
Head Start Director

Van D. Nelson,
Chief Executive Officer

William Turner,
Board Chair

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Board of Directors

William Turner- Board Chair

Public Sector- TCJFS Workforce
Development

Thomas Conley- Vice President

Private Sector– Warren Urban League

Mayor William Franklin- Treasurer

Public Sector– Warren City Mayor

Rhonda Bennett

Private Sector – Rhonda’s House
Home Health Care

John Brown

Public Sector – Warren City Council
President

Krista Fike

Private Sector – Girl Scouts of NE
Ohio

Tabatha Johnson

Low-Income Sector – TMHA

Darlene Jones

Low-Income Sector – Society of St.
Vincent de Paul

Ereka Langford

Low-Income Sector – Community
Legal Aid

Matt Martin

Private Sector - TNP

Frank Migliozi

Public Sector – TC Health
Commissioner

Pamela Perrino

Low-Income Sector – PPC
representative/Early Childhood
Consultant

Marlene Roberts

Low-Income Sector – Community
Volunteer Council

Jeffrey Stanford

Private Sector - TCIMA

Counsel

Jazmyn Barrow and Brittany Brantley
Ogletree, Deakins, Nash, Smoak & Stewart, P. C.
Legal Council

Parent Policy Council (PPC)

Laurie Faust – Community Representative

Pam Perrino – Community Representative

Sandy Kellar – Community Representative

Alexandra Pierson – West Parent

Executive Management

Van D. Nelson
Chief Executive Officer

Toni Heller
Head Start Director

Rachelle Babcock
Chief Administrative Officer

Maria Knight
Human Resources Administrator

Philosophy & Goals

- ❖ Provide quality child development and family services for eligible children and families throughout Trumbull County.
- ❖ Develop and implement a program which will increase the likelihood of success for the Head start children as they move into future educational and social experiences.
- ❖ Help parents identify and achieve goals that foster healthy, competent children; economic self-sufficiency; appropriate use of the community resources and community services.
- ❖ Collaborate with local agencies and organizations to meet the goals of the program and to advocate for the needs of families and children.
- ❖ Encourage parents to advocate on behalf of their child and family's own interests.
- ❖ Partner with parents in the design, implementation, and monitoring of the program.

Education

5-Star Rated Centers

Trumbull Community Action Program (TCAP) is a comprehensive preschool that prepares children 3-5 years old for kindergarten. TCAP operates ten centers in Warren, Niles, Newton Falls, Kinsman, Hubbard, Cortland, and Brookfield. All TCAP centers are 5-Star Step Up to Quality rated by the Ohio Department of Job and Family Services (ODJFS). This quality rating and improvement system recognizes and promotes childcare programs that exceed the minimum health and safety regulations.

TCAP is committed to the whole child and their families. Therefore, TCAP offers other services such as nutrition, health, disabilities, mental health, social services, and family development.

Science, technology, engineering, and math (STEM) lessons integrated into lesson plans. A STEM lab is available at The Warren West Center, and STEM materials are provided in all TCAP classrooms.

Teachers use the Head Start Early Learning Outcomes Framework, Head Start Standards, Conscious Discipline, Teaching Strategies Gold, Ages & Stages Questionnaire, and on-going teacher observations to measure progress, identify needs, and assess each child's progress predictive of school readiness. Staff understand that children learn better in an environment that is developmentally appropriate that caters to their unique educational needs, so we are committed to professional development, reflective teaching practices, community, family, school partnerships, and continuous improvement within our program.

CLASS Scores

	<u>Fall</u>	<u>Spring</u>
Positive Climate	6.55	6.4
Negative Climate	1.08	1.04
Teacher Sensitivity	6.33	6.08
Regard for Student Perspectives	6.15	6.1
Behavior Management	6.09	6.04
Productivity	6.13	6.24
Instructional Learning Formats	5.56	5.7
Concept Development	3.21	2.86
Quality of Feedback	3.57	3.09
Language Modeling	4.2	4.29
Emotional Support	6.49	6.39
Classroom Organization	5.92	5.99
Instructional Support	3.66	3.41

Kindergarten Readiness Goal Results

Domain	Achieving	Emerging
Social Emotional	88%	12%
Physical	89%	11%
Language	87%	13%
Cognitive	85%	15%
Math	83%	17%
Literacy	88%	12%

Family Services

“Parents as Partners” is the key to success for children and families in the Head Start program. The family engagement process begins at enrollment and continues throughout the child’s enrollment in the program. The PFCE staff begin the year with an introductory phone call and schedule a meeting with the family. During the first visit, a Family Needs Assessment (FNA) and a Family Partnership Agreement (FPA) are completed. The FPA includes goals set by the family. The goals are based on the needs of each family. Resources and support are provided to the family to meet their goal(s) throughout the school year. Two additional home visits have been completed to track the progress and to provide additional support or resources.

Parent, Family, Community Engagement (PFCE)

Parent involvement is an integral part of TCAP Head Start, and opportunities are provided to families to be involved in their child’s education. Monthly at-home calendars for reading and individualized activities are sent home for parents to strengthen the children’s skills.

The individualized activities are provided from the TS Gold online learning assessment system. Conferences and home visits provide opportunities for families and teachers to work together. During the meetings, families and teachers set goals for each child and discuss strategies for learning at home that prepare children for kindergarten. The classrooms held Zoom meetings with families so they could partake in virtual celebrations throughout the school year due to COVID.

Monthly parent meetings were held throughout the school year. Meetings included Parent Committees and parenting education on a variety of topics such as parenting techniques, Conscious Discipline, healthy eating, kindergarten readiness, and information on services provided by TCAP.

Parent Policy Council (PPC) meetings are held monthly, PPC consists of parents and community representatives that help in the decision-making processes and support the goals of the Head Start program. Members are voted onto PPC at Center Meetings. At least 51% of PPC members must be current Head Start Parents, ideally with at least one representative from each center. In recent years we have struggled to maintain enough parent volunteers to meet the 51% requirement.

Family Services Outcomes

Number of Families That Received the Following Program Service to Promote Family Outcomes

Emergency/Crisis Intervention (Immediate Needs for Food Clothing, or Shelter)	9
Housing Assistance	21
Asset Building Services (Financial Education, Debt Counseling)	22
Mental Health Services	11
Substance Misuse Prevention	0
Substance Misuse Treatment	0
English as a Second Language (ESL) Training	0
Assistance in Enrolling in an Education or Job Training Program	13
Research-Based Parenting Curriculum	93
Involvement in Discussing Their Child's Screening and Assessment Results	113
Supporting Transition from Head Start to Kindergarten	84
Education on Preventative Medical and Oral Health	6
Education on Health and Developmental Consequences of Tobacco Use	2
Education on Nutrition	9
Education on Postpartum Care (Breastfeeding Support)	1
Education on Relationship/Marriage	3
Assistance to Families of Incarcerated Individuals	1
Total Families Who Received at Least One of the Services Listed Above	151

Number of Fathers Who Were Engaged in the Following Activities

Family Assessment	30
Family Goal Setting	31
Child Development Experiences (Home Visits, Conferences, etc.)	36
Parent Policy Council and/or Parent Committees	0
Parenting Education Workshops	5

Families Experiencing Homelessness	3
Children Experiencing Homelessness	3
Families Experiencing Homelessness That Acquired Housing	3

Children in Foster Care at Any Point During the Program Year	9
Children Referred to the Program by a Child Welfare Agency	6

Formal Agreements for Collaboration

Child Care Partner Agreements	1
Total Local Education Agencies (LEA) in the Service Area	23
Agreement to Coordinate Disability Services	23
Agreement to Coordinate Transition Services	23

Health

Promoting Quality Health: Breakdown by the Numbers

Medical Care

Insurance Coverage	414-At Enrollment/ 408-End of Enrollment
No Insurance Coverage	4-At Enrollment/ 10-End of Enrollment
Access to a Primary Care Provider	312-At Enrollment/ 390-End of Enrollment
Up to Date Immunizations	327-At Enrollment/ 306-End of Enrollment
State Immunization Exemption	5
Physicals	270-At Enrollment/ 390-End of Enrollment
Body Mass Index (BMI)	
Underweight 8 Healthy Weight 278 Overweight 60 Obese 72	

Chronic Conditions

Diagnosed with a Chronic Health Condition <small>(regardless of when it was first diagnosed)</small>	43
Autism Spectrum Disorder (ASD)	6
Attention Deficit Hyperactivity Disorder (ADHD)	1
Asthma	32
Seizures	2
Life Threatening Allergies	13
Hearing Problems	1
Vision Problems	14
Blood Lead Level Test >5 g/dl	1
Diabetes	10
Follow-Up Treatment Received for Condition	31

Dental Care

Access to a Dentist	94-At Enrollment/ 194-End of Enrollment
Received Preventative Dental Treatment	203
Dental Examinations	206
Required Dental Treatment	40
Received Dental Treatment	9
Primary Reason for Not Receiving Dental Treatment	
Lack of Dental Insurance	0
No Dental Care Available in the Area	0
Medicaid Not Accepted By Dentist	0
Dentists in the Area Do Not Treat Ages 3-5	0
Family Unable/Did Not Keep/Make Appointment	9
Left the Program Before Appointment Date	2
Appointment is Scheduled for Future Date	16

Developmental Screenings

Total Number of Newly Enrolled Children	279
Received Required Screenings Within 45 Days	199

Disability Evaluations

Referred for an Evaluation for a Disability	49
Received Evaluation from a Provider	24
Diagnosed with a Disability in Evaluation	20
Not Diagnosed with a Disability in Evaluation	4
Have an Individualized Education Plan (IEP)	4
Did Not Receive an Evaluation from a Provider	25
Reason Did Not Receive an Evaluation from a Provider	
Assigned to Response to Intervention (RTI)	10
Family Refused Evaluation	7
Evaluation is Pending	3

Disability Services

Children on an Individualized Education Plan (IEP)	62
Eligible for Disability Services Prior to Year	46
Newly Eligible for Disability Services	16
Eligible But Did Not Receive Services	1
Diagnosed Primary Disability	
Speech or Language Impairments	31
Intellectual Disabilities	1
Autism	6
Non-Categorical/Developmental Delay	18

Meals and Snacks Served

Total Cost of Meals	\$241,849.89
Total Breakfasts	30,502.00
Total Lunches	33,243.00
Total Snacks	25,846.00

Enrollment

Funded Enrollment	603 Head Start Children
	62 ECE Children
Total Child Enrollment	418 Children
<small>(This includes children enrolled for at least one day during the year)</small>	

Type of Eligibility

Below 100% of Federal Poverty Level	249 (59.56%)
Receiving Public Assistance (TANF, SSI included)	118 (28.22%)
Foster Care Children	6 (1.43%)
Homeless Children	3 (0.71%)
Other Type of Need	37 (8.85%)
100-130% Poverty Level	5 (1.19%)

Monthly Enrollment

MONTH	ENROLLED	PERCENT OF YEARLY CUMULATIVE ENROLLMENT	PERCENT OF TOTAL FUNDED ENROLLMENT
August 2022	271	65%	45%
September 2022	317	76%	53%
October 2022	355	85%	59%
November 2022	344	82%	57%
December 2022	345	83%	57%
January 2023	353	84%	59%
February 2023	356	85%	59%
March 2023	349	83%	58%
April 2023	367	88%	61%
May 2023	339	81%	56%
Average	340	81%	56%

***Any child that was enrolled for one day during that month is counted for enrollment**

Families Serviced by Head Start

Total Families	381
Two Parent Families	160
Single Parent Families	221
Types of Parent/Guardians in Families	
Biological, Adoptive, Stepparents	352
Single Mothers	202
Single Fathers	10
Grandparents	14
Relatives Other Than Grandparents	11
Parent/Guardian Education Levels	
Advanced or Bachelor's Degree	28
Associates Degree, Vocational School, or Some College	45
High School Graduate or GED	228
Less Than High School Graduate	69
Parent/Guardian Employment, Job Training, and School at Start of Enrollment	
One or More is Employed	219
One or More in Job Training	37
One or More in School	8
Unemployed, Retired, or Disabled	152
Parent/Guardian Employment, Job Training, and School at End of Enrollment	
One or More is Employed, Training, or in School	138
Was Unemployed, Not in Training, or Not in School	0
Unemployed, Retired, or Disabled	103
One or More Parent/Guardian is on Active Military Duty	1
One or More Parent/Guardian Military Veteran	11
Families Receiving Public Assistance at Start of Enrollment	
Temporary Assistance to Needy Families (TANF)	30
Supplemental Security Income (SSI)	38
Women, Infants, and Children (WIC)	97
Supplemental Nutrition Assistance Program (SNAP)	173
Families Receiving Public Assistance at End of Enrollment	
Temporary Assistance to Needy Families (TANF)	29
Supplemental Security Income (SSI)	37
Women, Infants, and Children (WIC)	93
Supplemental Nutrition Assistance Program (SNAP)	158

Head Start Financial Report

Federal Head Start Grant

	Budget	YTD Expenses	Balance	% OF Budget
Personnel Costs	4,893,994.00	4,915,630.84	(21,636.84)	100.4%
Salaries	3,532,387.00	3,661,742.86	(129,355.86)	
Fringe Benefits	1,361,607.00	1,253,887.98	107,719.02	
Training and Technical Assistance	64,916.00	64,634.46	281.54	99.6%
T/TA	64,916.00	64,634.46	281.54	
Equipment	190,000.00	20,381.00	169,619.00	10.7%
Vehicle Purchase	190,000.00	20,381.00	169,619.00	
Contractual	588,710.00	505,399.87	83,310.13	85.8%
Busing Contract/Day Care Collaborations	588,710.00	505,399.87	83,310.13	
Supplies	104,628.00	114,104.70	(9,476.70)	109.1%
Consumable Supplies	32,000.00	32,687.93	(687.93)	
Custodial Supplies	3,984.00	7,562.47	(3,578.47)	
Classroom Supplies	28,000.00	20,731.91	7,268.09	
Head Start Special Supplies		6,268.00	(6,268.00)	
Repairs/Software	24,360.00	25,986.53	(1,626.53)	
Kitchen Supplies	-		-	
Postage	4,284.00	4,966.91	(682.91)	
Computer Maintenance				
Copier Lease/Purchase	12,000.00	15,900.95	(3,900.95)	
Copier Maintenance	-		-	
Maintenance Office Equipment	-		-	

	Budget	YTD Expenses	Balance	% OF Budget
Other Costs				
Audit	30,000.00		30,000.00	
Rent	146,480.00	163,040.00	(16,560.00)	
Legal Fees	15,000.00	52,683.50	(37,683.50)	
Utilities	93,240.00	69,983.84	23,256.16	
Telephone	70,040.00	118,491.93	(48,451.93)	
Refuse/Exterminating	8,232.00	553.05	7,678.95	
Building Maintenance	82,860.00	113,607.31	(30,747.31)	
Liability & Bonding	14,000.00	5,397.00	8,603.00	
Child Liability	6,354.00		6,354.00	
Gasoline	40,000.00	17,534.50	22,465.50	
Vehicle Maintenance	77,746.00	84,376.94	(6,630.94)	
Contracts			-	
Janitorial Services	7,500.00	3,049.25	4,450.75	
Parent Activities	500.00	505.17	(5.17)	
Purchase Tools/Equipment			-	
Purchase Office Equipment	4,500.00	4,456.75	43.25	
Head Start Dues	15,000.00	8,260.00	6,740.00	
Vehicle License/Registration			-	
Licensing Costs	1,000.00	713.44	286.56	
Security System			-	
Advertising	15,000.00	18,360.66	(3,360.66)	
Employee Screenings	4,000.00	7,170.84	(3,170.84)	
Mileage	15,000.00	4,562.95	10,437.05	
Meals/Lodging				
Vehicle Insurance	23,000.00	49,683.00	(26,683.00)	
Food Purchases	-		-	
Misc Expenses	500.00		500.00	
TOTAL	6,512,200.00	6,322,200.00	169,619.00	97.1%

Admin Costs Maximum (15%)	\$ 976,830.00	In-kind Amount (25%)	\$1,628,050.00
Current Admin Costs	\$ 636,439.85	In-kind obtained to date	
Balance	\$ 340,390.15	Balance	\$1,628,050.00

Non-Federal Share	
Total Volunteers	463 Agencies and Individuals
Current or Former Head Start Parents	369 Individuals

Staff Qualifications and Coaching

Teacher Qualifications: 5 Teacher's with a bachelor's degree 15 Teacher's with an associate degree

Assistant Teacher Qualifications: 15 Teacher's with a CDA

Family Services Staff Qualifications: 3 Family Advocates with bachelor's degrees

Number of Education and Family Services Staff Who Received Intensive Coaching: 5

Number of Staff, Consultants, or Partners Who Provided Intensive Coaching: 2