

Bell-Whitley Head Start/EHS Annual Report

A Bell Whitley Community Action Program

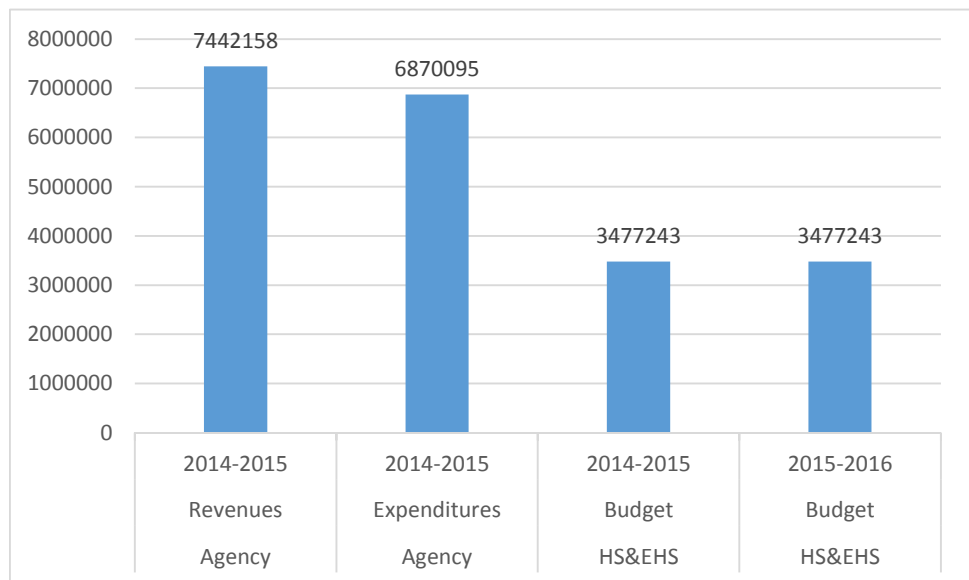
Serving Children and Families Since 1965

Bell Whitley Community Action Agency provides Head Start services to two counties in far southeastern Kentucky. Bell Whitley CAA's aim is to lessen the causes of poverty by: focusing on available resources, coordinating efforts to meet the needs of the low-income population, developing programs which meet the critical and ongoing needs of the poor, developing confidence and self-

esteem, assuring reasonable access to opportunities which lead to self-help skills and knowledge, and solutions to identified problems. In 2014-15, the program served was funded to serve 405 children and families; 325 preschool children and 80 Early Head Start children. In Whitley County 36 children and their families were served in Early Head Start while 157 children and families were served

in preschool services. In Bell County, 44 children and families were served in Early Head Start. Additionally 168 children and families were served in preschool Head Start services.

Funds Received



PRESCHOOL CLASS SCORES					
Domain	Score	Domain	Score	Domain	Score
Emotional Support	6.09	Classroom Organization	5.38	Instructional Support	3.76
National Average Emotional Support*	6.03	National Average Classroom Organization*	5.80	National Average Instructional Support*	2.88
DIMENSIONS					
Positive Climate	6.26	Behavior Management	5.85	Concept Development	3.81
Negative Climate	1.01	Productivity	5.28	Quality of Feedback	3.85
Teacher Sensitivity	5.38	Instructional Learning Formats	5	Language Modeling	3.62
Regard for Student Perspectives	5.52				

As indicated by the table above, Bell Whitley Head Start scored better than the national average in two of the three fields of the CLASS instrument.

5 YEAR GOALS and PROGRESS

GOALS

Goal I: To increase children's assessment scores in the math objective.

Goal II: To improve children's average daily attendance.

Goal III: To increase child/family outcomes gains in family well-being.

Goal IV: To improve the utilization of available technology to track and monitor program performance.

Program Strategy: Year 1

- (1) Collaborate with community partners to provide a health event in each county.
- (2) Provide educational materials for families.
- (3) Early Years Newsletter
- (4) Nutrition Nuggets Newsletter
- (5) Parent / Child Magazines (Bi-monthly)

PROGRESS YEAR 1:

Goal I: To increase children's assessment scores in the math objective.

- a. Math scores indicate a decreased score of 64.9 to 64.4.

Goal II: To improve children's average daily attendance.

- a. A script was developed and given to teachers to use at initial home visit concerning the attendance policy. An attendance agreement is given to the parent at the time of the initial home visit to sign. The average daily attendance (ADA) for Head Start from the 2014-2015 program term to the 2015-2016 program term (through January 2016) increased from 85.68% to 87.55% due to the strategies put in place during this program term. ChildPlus monthly report 2305 is monitored for ADA percentages. Students that fall below 85% receive a letter regarding the importance of good attendance, the program attendance policy, and a copy of the child's individual attendance report.
- b. A script was developed and given to teachers to use at initial home visit concerning the attendance policy. An attendance agreement is given to the parent at the time of the initial home visit to sign. The average daily attendance (ADA) for Early Head Start from the 2014-2015 program term to the 2015-2016 program term (through January 2016) increased from 84.23% to 88.72 due to the strategies put in place during this program term. ChildPlus monthly report 2305 is monitored for ADA percentages. Students that fall below 85% receive a letter regarding the importance of good attendance, the program attendance policy, and a copy of the child's individual attendance report.

Goal III: To increase child/family outcomes gains in family well-being.

- a. 6-11-15 Health & Community Resource Fair @ Whitley Co. convention center. Held by BWCAA, W. Co. office.
- b. 6-19-15 Health & Community Resource Fair @ Middlesboro Mall. Held by BWCAA, Bell Co. office.
- c. 11-18-15 Community Health and Wellness at Whitley Co. Convention Center. Hosted by Williamsburg Ind. School District Family Resource Center.
- d. 2016 Bell Co. and Whitley Co. health events will be scheduled by BWCAA to take place in May or June 2016, these dates have yet to be determined.
- e. Provide educational materials for families.
- c. Early Years Newsletter
- d. Provided monthly to each family
- e. Nutrition Nuggets Newsletter
- f. Provided monthly to each family
- g. Parent / Child Magazines (Bi-monthly)
- h. Provided monthly through December. Scholastic News Magazine informed our program last month they have discontinued publishing.

Goal IV: To improve the utilization of available technology to track and monitor program performance.

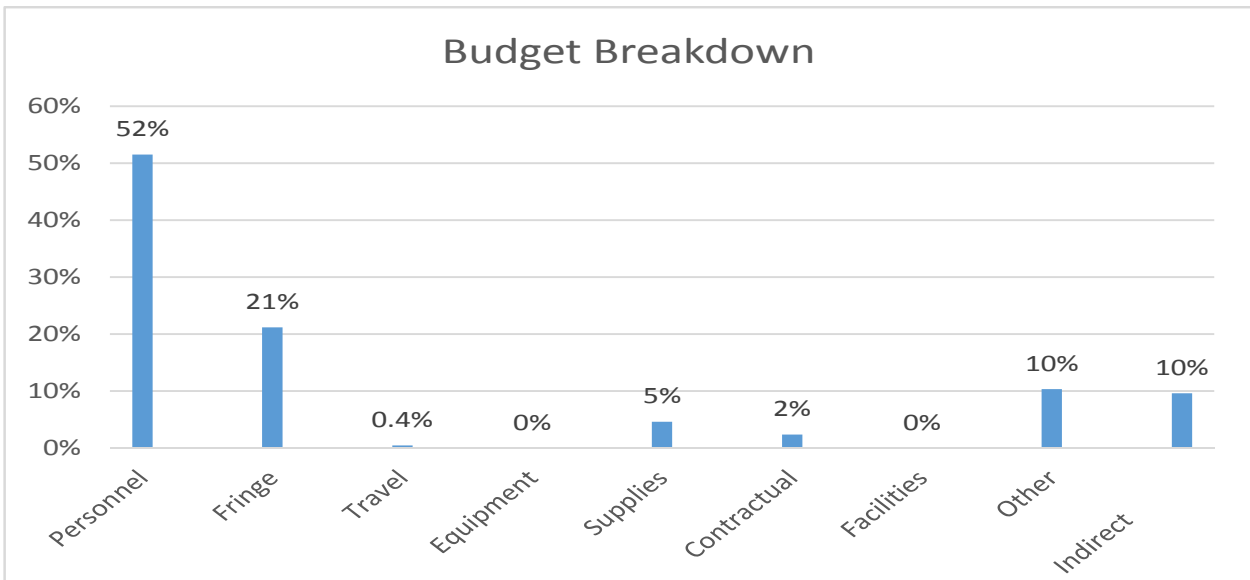
Staff will use Teaching Strategies Gold to upload lesson plans with documented intentional math activities. This will allow efficient monitoring and tracking by supervisors and/ or managers.

1. Teachers are uploading lesson plans to Teach Strategies Gold (TSG). A notice is automatically sent to the supervisor and the education advisor. Supervisor and education coordinator randomly select lesson plans to monitor for math activities.
2. Staff will upload monthly parent newsletters to TSG which will allow managers to monitor information shared with parents on a monthly basis.
4. Teachers are uploading lesson plans to TSG. A notice is automatically sent to the supervisor and the education advisor.
5. Pilot the use of Microsoft Office 365 to be used for CLASS video sharing among staff with 10 classrooms per year.
6. All classrooms now have access to Office 365. CLASS videos (17) were uploaded to Office 365 in separate channels and an email was sent to each of the 17 teachers to view their video through Office 365. This has saved a great deal of time, cost of DVD's and labor for the program. We are currently piloting access to Office 365 to school district coordinators to allow them to access the CLASS videos of teaching staff.
7. Since all teaching staff have access to Office 365, communication with staff has increased due to easy access to calendars, time saving techniques, group files set up for staff to have easy access to needed documents, time tables, notices, etc.
8. We are currently working toward moving all policies and procedures to Office 365 to allow all staff easily accessible policies and procedures to save them time in order to find the answers they need quickly. As staff learn to use the more efficient software, they will become more comfortable and efficient when searching for needed information and procedures.
9. As a result of improved use of available technology such as TSG and Office 365, the program is more efficient in tracking and monitoring program performance.

Services Provided

	Head Start	EHS	Total
Funded Enrollment	325	80	405
Average Monthly Enrollment	98%	99%	NA
Percentage of Eligible Children Served	55%	4%	NA
Cumulative Enrollment	367	117	484
Dropout Rate	19%	20%	19%
Over Income	2%	3%	3%
Disabilities	18%	15%	NA
Health Services To Date			
Need Medical Treatment	1	0	13%
Received Medical Treatment	1	0	13%
Completed Dental Exams	95%	100%	NA
Needed Dental Treatment	59	6 women	NA
Received Dental Treatment	48	6 women	NA
Up-to-date Immunizations	100%	100%	100%
Family Services			
Emergency /Crisis	36	4	40
Housing Assistance	0	2	2
Mental Health Services	0	4	4
English--Second Language	0	1	1
Adult Education	25	11	36
Employment Training	1	0	1
Substance Abuse	0	0	0
Child Abuse/Neglect	0	3	3
Domestic Violence	2	0	2
Homeless	1	0	1
Health Education	262	87	349
Assistance to Families of the incarcerated	1	0	1
Parent Education	339	87	426
Marriage Education	1	0	1

Budget Breakdown



By its very nature Head Start and Early Head Start are labor intensive service organizations. The personnel category in the budget consists of 129 staff in various service areas. Included in the Fringe Benefits category are all standard items such as FICA; Worker's Compensation; State Unemployment and Health Insurance; and Retirement. Travel is the costs associated with going outside of the counties in order to attend required meetings. The supplies category includes all consumable items costing less than \$5,000 per unit cost. The bulk of the funds are used in classrooms and/or health services. Contractual funds are used to procure services from outside providers such as food service and database management. Indirect costs are the shared costs incurred by an organization that may not be readily identifiable with a particular project.

Audit and Most Recent Review

Financial Audit was performed by Phillips & Phillips, CPAs of Barbourville, Ky. As of October 10, 2014, Bell Whitley Community Action Agency Head Start/Early Head Start complied, in all material respects, with the compliance requirements that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2015. For more detail, please visit the agency during working hours.

During the most recent review (2015) Bell Whitley Community Action Agency Head Start/Early Head Start had no areas of noncompliance. This is reported at link: <https://eclkc.ohs.acf.hhs.gov/hslc/data/psr>

**Bell Whitley Community
Action Head Start/Early
Head Start**

Bell County:
129 Pine Street,
PO Box 159.
Pineville, KY 40977
Phone: (606) 337-3044
Fax: (606) 337-1439

Whitley County:
U S 25W,
P.O. Box 427
Williamsburg, KY
40769
Phone: 606-549-3933
Fax: (606) 549-9982

We're on the Web!

See us at:

<http://www.bell-whitley.org>

Some of the many services provided by the Bell-Whitley Community Action Agency are Head Start/Early Head Start, CSBG, Weatherization, Housing Initiatives, WIA, and Winter Care, to name a few. Bell Whitley CAA is a Kentucky Career Center. This designation allows area residents the opportunity to access several different aspects of education and employment opportunities in one facility. Some of the participating agencies include Department of Employment Services, Southeast Community College, Adult Literacy Program, and Vocational Rehabilitation.