

ANNUAL REPORT TO THE PUBLIC

2017



P.O. Box 69
Belle Chasse, LA 70037
Phone: 504-595-6430
FAX: 504-392-0540

**PLAQUEMINES PARISH HEAD START
ANNUAL REPORT 2016-2017**



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A. FUNDING

The Plaquemines Parish Head Start total budget for 2016-2017 is **\$1,040,456**. Our Federal Head Start Grant provides **\$832,364**. Plaquemines Parish School board, our grantee, provides **\$208,092** in-kind funds.

B. BUDGETARY EXPENDITURES 2016-2017

| | |
|-----------------------------------|-----------|
| Personnel | \$581,163 |
| Fringe Benefits | \$157,210 |
| Supplies | \$51,102 |
| Equipment | \$0 |
| Other | \$15,962 |
| Contractual | \$10,000 |
| Travel | \$2000 |
| Training and Technical Assistance | \$14,927 |
| Non-Federal Share | \$208,092 |
| USDA Funds for Nutrition Services | \$80,752 |

C. TOTAL NUMBER OF CHILDREN SERVED / ENROLLMENT

Our program is funded to serve 108 children. Actual number of children served in 2015-2016 was 113.

We were at 100% of our funded enrollment for all months of the 2015-2016 school year. At the end of our 2015-2016 program year we had 21 eligible children on our waitlist. Therefore we served 84% of the eligible children who applied for our Head Start program.

Currently we have 108 students and are at full enrollment. We have 20 eligible students on our wait list.

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D. MOST RECENT ACF REVIEW EVENT & FINANCIAL AUDIT RESULTS

Plaquemines Parish School Board is our Grantee. From 1/26/2016 to 1/27/2016, the Administration for Children and Families (ACF) conducted an Environmental Health and Safety review event for the Plaquemines Parish School Board Head Start program. Based on the information gathered, no area of noncompliance was found during the course of the review. Accordingly, no corrective action was required.

We are currently awaiting federal monitoring in the area of ERSEA – Eligibility, Recruitment, Selection, Enrollment and Attendance.

The Plaquemines Parish School System conducts an audit of the entire system, including federal grant programs such as Head Start. The most recent report was dated December 21, 2016. There were no findings for the Head Start Grant. The document is available upon request at the Head Start Office.

E. % OF ENROLLED CHILDREN THAT RECEIVED MEDICAL AND DENTAL EXAMS

In the 2015-16 program year 100% of the students received medical exams and 100% were up to date on immunizations. The percentage completing professional dental exams was 100%.

F. PARENT INVOLVEMENT ACTIVITIES

Parent involvement activities included monthly parent trainings on topics such as first aid, literacy, developmentally appropriate math activities, transitions, health and nutrition, and Teaching Strategies GOLD, the online assessment tool utilized by our program which allows parent access to their child's portfolio. Our program has a monthly theme related cooking activity that parents are invited to assist with. We have a Fatherhood initiative, our Male Involvement Club. Fathers or father figures join us in the month of March for activities such as create a kite week, lunch with dad, and gardening activities. We also have Father Fridays in which male figures can help out in the classroom. All parents are actively encouraged to volunteer in the classroom. We have two annual home visits and two school visits. Our Parent Involvement Manager encourages all families to participate in Family Partnership Agreements.

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G. EFFORTS TO PREPARE CHILDREN FOR KINDERGARTEN

We schedule two parent training sessions on transitions. We send home two transition packets with all children, one is in March and another in May. Our Head Start program is located on public school campuses. All 4-year old Head Start students take a walking field trip to visit the kindergarten class at their school. Our Head Start Staff have two meetings with Kindergarten teachers in May to plan for our Head Start children entering their program.

PPSB Head Start School Readiness Goals are aligned with:

- *The Head Start Early Learning Outcomes Framework*
- *The Louisiana Birth to Five Early Learning and Development Standards*
- *Teaching Strategies Gold Objectives*

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PPSB Head Start utilizes Teaching Strategies *Creative Curriculum for Preschool*, a research-based, valid and reliable curriculum, which outlines goals in the following domains:

- Social Emotional development
- Physical/Health development
- Language development
- Cognitive development
- Literacy
- Mathematics
- Science and Technology
- Social Studies
- Creative Arts

Creative Curriculum guides staff in the provision of materials and activities to support these goals in preparing children for kindergarten. Experiences are provided in classrooms and homes to meet the child's individual needs and stimulate learning in all developmental areas, with strong emphasis on language/cognitive skills, early literacy skills, and the development of positive social and learning skills. Health educational activities in the curriculum include daily tooth brushing, monthly nutrition activities, and other activities designed to encourage development of healthy habits and reduce fear and anxiety related to preventive care exams.

PPSB Head Start staff use an individualized observation and planning process for each child. Teaching Strategies GOLD is used for ongoing assessment. It is a valid and reliable online assessment tool linked to the Creative Curriculum for Preschool. Information from a child's Individualized Education Plan is then used to individualize experiences and services for children with disabilities.

PPSB Head Start staff provide transition activities for children exiting our program. Head Start Students visit the Pre-K or Kindergarten program at the school in which they are located. Transition packets and Transition Training are provided to parents.

Plaquemines Parish Head Start has a Memorandum of Understanding with Plaquemines Parish Public Schools that promotes a seamless transition from Head Start to Pre-K or Kindergarten.

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H. FIVE YEAR GRANT

In February 2014, PPSB Head Start was advised to apply for a non-competitive five year grant

The Head Start Office will begin working on the third year of the grant in January of 2017. The continuation application is due March 1, 2017.

Desireé Cota
Plaquemines Parish Head Start Director

Approved by Policy Council – February 15, 2017
Approve by Governing Body – February 3, 2017