

Snyder Union Mifflin Child Development, Inc. (SUMCD)
HEAD START & EARLY HEAD START ANNUAL REPORT

Fiscal Year: April 1, 2011 – March 31, 2012

Prepared: November 14, 2012

“Building the future through early care and education, one family at a time.”



This REPORT focuses on the **Head Start and Early Head Start** programs, which serve young children from families with incomes at or below the federal poverty level. SUMCD has been providing Head Start services since 1969 and Early Head Start services since 1992. In addition to the comprehensive services to children (which include education, health, nutrition, medical, and dental services), Head Start and Early Head Start involve caregivers in the programs. Family services include information about child development, assistance with referrals to local social service, employment, and education agencies, and more. Head Start and Early Head Start emphasize engaging parents/caregivers in developing goals for their children and themselves, with staff supporting them in meeting those goals. Through the Policy Council, parents have a strong voice in program development and operations. Programs such as Head Start and Early Head Start are successful because they engage parents in every aspect of their child’s growth and development, while assisting them in reaching their own life goals.



This REPORT includes information that all Head Start and Early Head Start programs must share publicly at least once a year through an annual report. If you would like more information about these programs, please contact SUMCD at 570-966-2945 (Union/Snyder Counties) or 717-242-3032 (Mifflin County).

Audit Report by Herring and Roll, CPA, for Year Ending March 31, 2012:

- No findings related to the financial statements as per generally accepted Government Auditing Standards
- No audit findings for federal awards
- No reportable conditions in internal control over major programs
- No audit findings under Section 510(a) of OMB Circular A-133

Summary of Funding Received:

PUBLIC FUNDS:	
HS/EHS federal grants (including ARRA):	\$4,265,527
Child and Adult Care Food Program grant:	\$165,643
Early Intervention funds from local Intermediate Unit	\$127,758
Volunteer support and local donations	\$988,549
TOTAL PUBLIC FUNDS:	\$5,547,477

Comparison of Budget with Actual Expenditures:

(Does not include ARRA expenditures, which ended September 30, 2012)

Expense Categories	Actual	Budget	<i>All expenditures were allowable, allocable, and reasonable in support of quality services to 360 Head Start and 130 Early Head Start funded children and families.</i>
Personnel	2,065,498	2,119,011	
Fringe Benefits	558,081	599,673	
Travel	798	4,500	
Equipment	0	0	
Supplies	123,672	62,947	
Contractual	139,822	64,320	
Other	724,228	738,440	
Indirect-Administrative Expenses	566,693	589,901	
TOTAL EXPENSES	4,178,792	4,178,792	



Service Statistics:

Head Start: 360 preschool children funded: 425 children served over one year period.

- An additional 5 children were enrolled, funded by Pennsylvania's Head Start Supplemental funds, which ended June 30, 2012.
- Average monthly enrollment was 100% of funded enrollment. Within the first 45 days, services for 15% of the total children served were terminated by parent/guardian. Of the children enrolled at the end of the year, 42% transitioned to kindergarten.
- 70% of eligible children in the community were enrolled in Head Start.
- 402 children completed medical exams/100% of children who were enrolled beyond 45 days.
- 402 children completed dental exams/100% of children who were enrolled beyond 45 days.
- 100 children or 23.5% of enrolled children had an Individualized Educational Plan (IEP).
- 100% of parents were involved in services through one or more of the following activities: parent meetings, parent education training events, Policy Council, Board of Directors, classroom volunteering, family days, home visits, and parent conferences.



Early Head Start: 130 infants/toddlers/pregnant women funded: Over the one-year period 206 infant/toddlers and 13 pregnant women served.

- An additional 10 infants/toddlers/pregnant women were enrolled in Mifflin County, funded by Pennsylvania's Maternal Infant Early Childhood Home Visiting (MIECHV) grant.
- Average monthly enrollment was 100% of funded enrollment. Within the first 45 days, services for 26 children, or 30% of total children served, were terminated by parents/guardians.
- 20% of eligible children in the community were enrolled in Early Head Start.
- 206 children completed medical exams or 100% of children who were enrolled beyond 45 days.
- 116 children completed dental exams or 64% of children enrolled beyond 45 days.
- 100% of parents were involved in services through one or more of the following activities: parent meetings, parent education training events, Policy Council, classroom volunteering, family days, home visits, and parent conferences.

Head Start/Early Head Start School Readiness Outcomes:

- Developed a School Readiness Plan for Preschoolers that established goals in the 5 Essential Domains of Personal and Social Development; Approaches to Learning; Language and Literacy; Cognition and General Knowledge; and Physical Development and Health. Began expanding the Preschool Plan to include infants and toddlers.
- Acquired the Teaching Strategies GOLD assessment that is designed to assess children's development from birth to kindergarten. GOLD is a web-based tool, is aligned with the Head Start Early Childhood and Early Learning Framework and the Pennsylvania Early Learning Standards, and produces reports to help SUMCD identify instructional areas that need more attention.
- Using the Work Sampling System (WSS) assessment, collected data for the three assessment periods in the 2011-2012 school year.
- Taught preschool children through the research-based, nationally recognized "Creative Curriculum," supplemented by the Second Step Curriculum and positive behavior supports.
- Ensured individualized planning for all children.
- Involved parents through volunteering, conferences, and home visits so classroom learning transfers to and continues in the home.
- Supported parents in their understanding of the impact of their involvement in their child's educational success.
- Provided families with materials to guide talking and planning with their children about kindergarten.

- Provided children with learning materials and role playing to help them learn what to expect in kindergarten.
- Arranged for children to visit kindergarten classes in the spring.
- Ensured that families with children with disabilities participated in individual transition meetings in order to support seamless continuity of services in the most inclusive environment possible for each child's success.



SUMMARY

SUMCD, Inc. operates a quality Head Start and Early Head Start program. The Federal review of fiscal operations and program services in 2010 found SUMCD programs to be in compliance with applicable program performance standards, laws, regulations, and policy requirements. Additionally, the federal Department of Health and Human Services indicated no audit concerns or issues with any audit reports in the organization's 43-year history.

Names of Chief Administrative Personnel:

Jane Campbell, Chief Executive Officer/Head Start Director

Susan Snyder, Chief Financial Officer

Shirley Spangler, President, Board of Directors

