

# Highland Rim Head Start



**2014-2015**  
**Annual Report**

## About Us

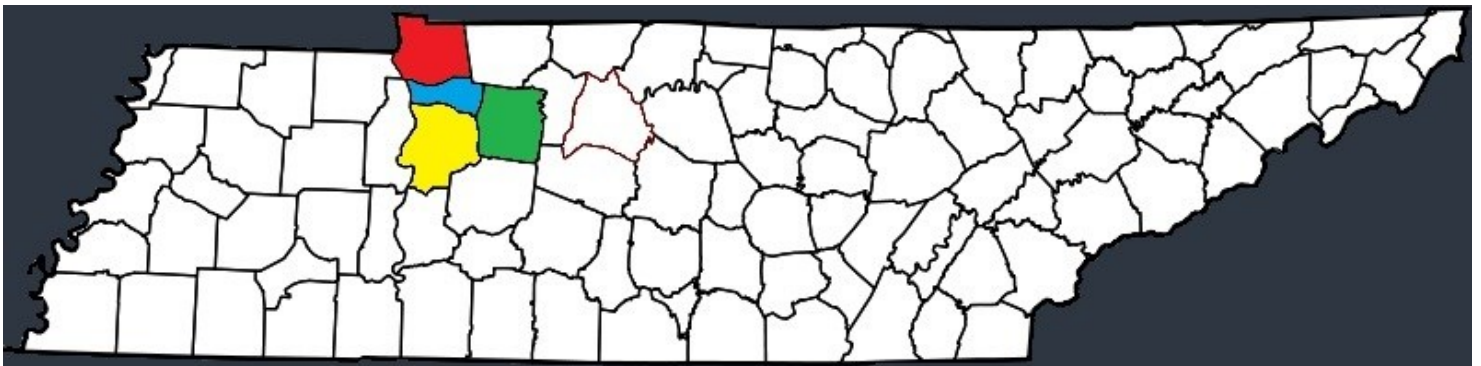
Highland Rim Economic Corporation provides Head Start services to four rural counties in northwest middle Tennessee. HREC Head Start is funded to provide comprehensive child development services to 230 eligible pre-school children and their families. In Dickson County, the program has one(1) complex which houses four (4) classrooms as well as two (2) outlying centers for a total of six (6) classrooms serving a total of 116 preschool children. In Houston County, the program has one (1) complex with two (2) classrooms serving 30 children while Humphreys County has two (2) centers with a total of two (2) classrooms servicing 32 children. Stewart County services a total of 52 children. Of these 52, 32 are located in one (1) complex with two (2) classrooms and another 20 are located in a Pre-K classroom in which Highland Rim collaborates with Dover Elementary.

HREC Head Start operates a center-based option, for six hours per day, five days a week. All centers operate classrooms from 8:00 a.m. – 2:00 p.m. with the exception of one extended day classroom. HREC Head Start offers full day with extended hours for twenty (20) children, as approved by the Administration for Children and Families. HREC Head Start defines this model as ‘extended day’ which includes the six-hour, full day Head Start Program with up to five (5) additional hours to accommodate parents who are working full time, engaged in furthering their education, participating in training for employment, and/or other ‘Welfare to Work’ activities.

## Our Mission

The mission of Highland Rim Economic Corporation is to coordinate resources to empower and inspire people to reach their full potential.

## Service Area





## School Readiness

The Highland Rim Head Start School Readiness Plan was first introduced in 2011-2012 and was reviewed and updated during the 2012-2013 school year. During the 2014-2015 school year the agency completely overhauled the plan which took the previous broad statements and revised them into more specific and measurable goals. These goals encompass physical development and health, approaches to learning, language and literacy, social and emotional development, cognitive and general knowledge, mathematics, science and technology, social studies, the arts and English language acquisition. The goals are aligned with the Head Start Early Learning Framework and the Tennessee Early Learning Developmental Standards. The School Readiness Goals were presented to parents, staff, community partners as well as our T&TA Specialist for feedback and input. The School Readiness plan has been approved by Policy Council.



## Tracking Children's Outcomes...

HREC Head Start began using its current assessment tool, the Learning Accomplishment Profile 3 (LAP-3), during the 2014-2015 school year. The implementation of the assessment went well and both teachers and administrators are very pleased with the results. Beginning in August teachers began assessing children and documented their findings in both the assessment booklet and the Red-e Set Grow online program. In September, the first available data was used to establish a baseline. At that time, the data was analyzed and teachers were trained on how to use the data to plan meaningful activities that would enhance school readiness goals.

The LAP-3 assessment allows for a mid-year collection of data to determine what growth has been accomplished since the baseline data was collected. The education staff completed their observations and a second round of data was collected at the end of January. Having two checkpoints allowed for comparisons to be made, teachers to be mentored, and also allowed for provision of individual trainings for our teachers to enhance activities based on the data collected.

Our results for the year showed that our children were progressing towards a high level of competency in all mandated areas. The highest percentages of mastery were in the areas of social and emotional development and physical health and development for both three and four year olds. The lowest areas of mastery were in math and literacy. As such, the agency will focus its efforts on providing staff with the training and equipment needed to continue to strengthen these areas.

## Ready for Kindergarten

HREC Head Start has a transition plan which outlines activities to help ensure children are ready to enter kindergarten. Such activities include assisting parents with registration, inviting kindergarten teachers to speak at parent meetings, and taking the children on a field trip of the local elementary schools.

## CLASS Observations

Three times a year, during fall, winter and spring, HREC Head Start conducts observations and reviews CLASS scores program wide to gain a sense of how the entire program as well as centers and individual classrooms have fared so far in each of the three CLASS domains. After each review the Education Manager and Area Coordinator/CLASS observer, will implement methods and actions for success and make changes in the classroom as needed. This team also identifies those staff members who are reliable assessors, ensures their certification is current, and as necessary takes steps to increase our pool of reliable scorers. We currently have four CLASS Reliable staff.





Parent Involvement through Family Engagement continues to be a vital piece of the Highland Rim Head Start Program. Developing healthy relationships between the home setting and the academic setting is both crucial and necessary for the child to have the strongest base in building toward success. As in years past parents are both welcomed and encouraged to participate in the daily and special activities in the classroom and many have volunteered as teacher assistants in the classroom or on field trips making the learning process a family experience. Parents have also been involved with the program by assisting in facility maintenance and organizing playground clean up days. Family engagement is also encouraged with activities that cross over from the classroom into the home setting and include literacy, mental health, and advocacy aspects that are key to several areas of the Head Start program policy. Parents have also participated in our annual self-assessment process by providing essential feedback and multiple perspectives on the different components of our program. Parent engagement is always a vast resource toward our in kind totals as well.



94% Eligible children served

265—Families served

39% - Two parent families

61% - Single parent families

32% - Families who received services

692—Volunteers

522—Parent or former parent volunteers



## Health Services

Head Start Health Services works in collaboration with parents in effort to provide children comprehensive health services including medical, dental, mental health, and nutritional services. Parents are encouraged and assisted to ensure their children are up to date and on schedule with the State EPSDT schedule. Follow-up treatment, dental care and psychological services are provided as needs are identified.

### Overview of Health Services

Funded Enrollment	230
Total Cumulative Enrollment	278
Average Monthly Enrollment	100%
Number of Children with Disabilities	44 (16%)
Up-to-Date Immunizations (at end of enrollment)	278 (100%)
Children with Health Insurance (at end of enrollment)	272 (98%)
% of Children Receiving Medical Exams (since last PIR was reported)	77%
% of Children Receiving Dental Exams (since last PIR was reported)	72%

# By the Numbers...

Proposed Budget...

Personnel— 976,490

Fringe— 385,796

Mortgage—89,411

Utilities— 88,682

Supplies— 96,491

Maintenance— 45,765

Transportation—24,656

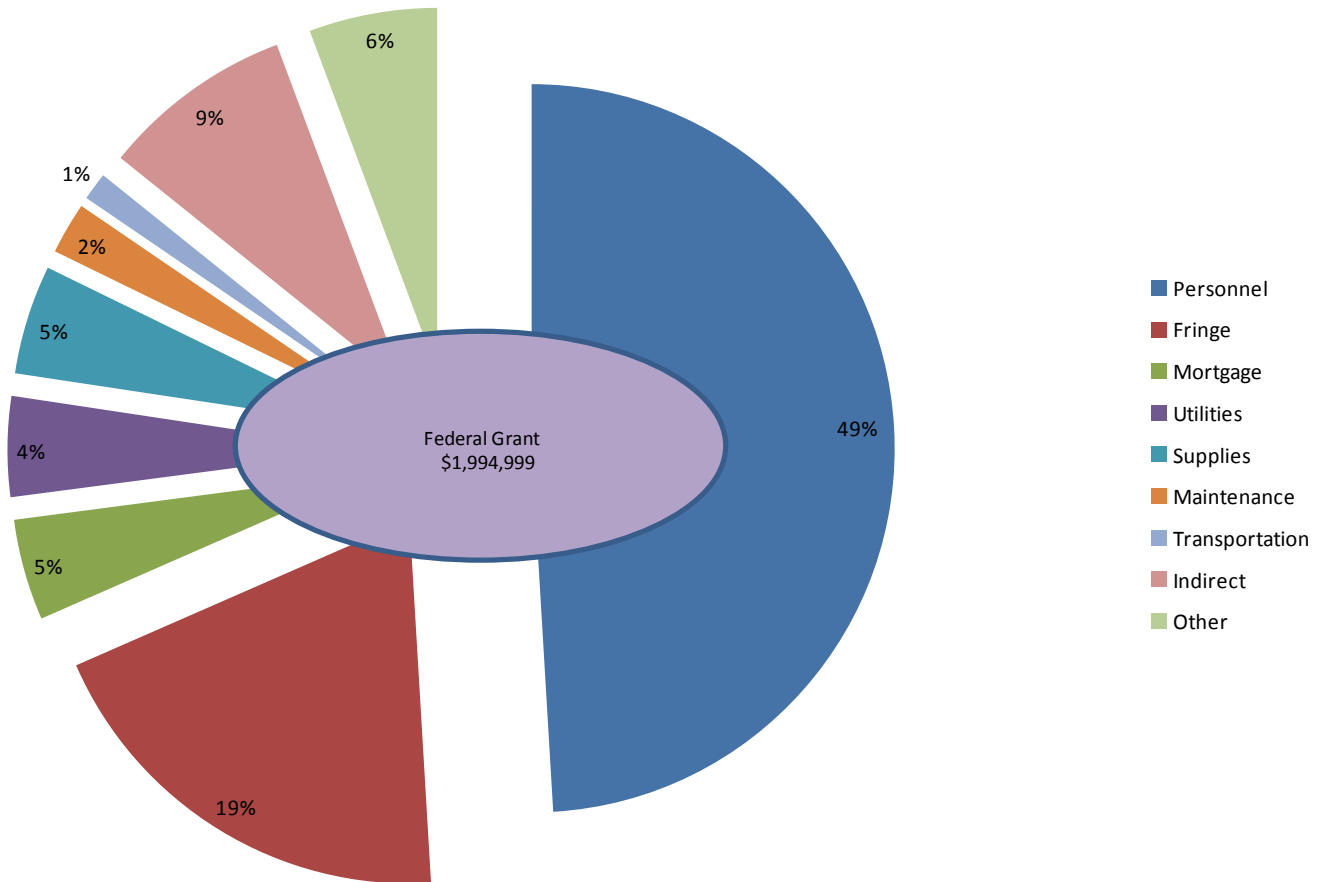
Indirect—169,934

Other— 113,370

## Highland Rim Head Start received funding from

Federal Head Start Grant: PA22	\$1,995,711
PA20	24,889
In-Kind	177,883
USDA Child and Adult Care Food Program:	145,259

## 2014-2015 Expenditures







## **Federal Review**

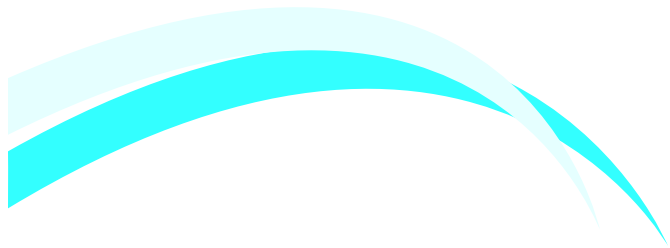
Highland Rim Head Start underwent both a Fiscal Integrity and ERSEA review as well as a Environmental Health and Safety Review during the 2014-2015 school year. While there were no areas of noncompliance in the Fiscal and ERSEA review, there were three in the area of Environmental Health and Safety. At this time, all areas of noncompliance have been corrected.

## **Financial Audit**

The independent audit for 2013-2014 resulted in zero findings.

The 2014-2015 audit is in the process of being completed.





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