



# 2016 / 2017 Annual Report

Head Start/Early Head Start & Early Head Start Child Care Partnerships



Touching Families, Making a Difference



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Greetings,

In January of 1964, President Lyndon B. Johnson declared The War on Poverty in his State of the Union speech. Shortly thereafter, Sargent Shriver took the lead in assembling a panel of experts to develop a comprehensive child development program that would help communities meet the needs of disadvantaged preschool children. This was the birth of Head Start, which was also one of Kennebec Valley Community Action Program's first programs!

We are proud of all the accomplishments in the Child & Family Services Department, including high quality Early/Head Start and our collaborations with public schools and the communities we serve. Over 11,500 children and families in our communities have received high quality, comprehensive services and supports in northern Kennebec and Somerset Counties over the past 50+ years.

The Board of Directors and KVCAP's Senior Management Team know that this agency's success is due to the hard work and excellent skills of staff, as well guidance from the Policy Council. Working together, your contributions help create lasting change and a brighter future for children, families and individuals in our communities. We all win when we work with our communities to build systems and services that help children be successful in school and life, our families be financially stable, and people make healthy choices.

Thank you for your unwavering commitment to KVCAP's mission and for your support for children, families and communities as we continue our "War on Poverty"!!

With gratitude,

A handwritten signature in blue ink that reads "Suzanne Walsh".

*Suzanne Walsh,*  
*Chief Executive Officer*

A handwritten signature in blue ink that reads "Kathryn Colfer".

*Kathryn Colfer,*  
*Director of Child & Family Services*

## ***KVCAP Child & Family Services***

**Vision** is to ensure every child arrives at school healthy and ready to succeed.

**Mission** is, through an integrated approach, provide each child with the high quality early care and education that honors her/his unique characteristics and promotes the development of social, emotional, physical, and cognitive skills essential for a healthy, successful, and productive life. Child Development Services is an integral partner in delivery of service in all settings.

## *A family story...*

Jim and Kelly Clauson, of Madison, felt a strong calling to become foster parents when their own children were grown and out of the home. The Clauson's had plenty of space, time, and love to offer children in need. In 2012, they welcomed Abby, a precious little girl, into their lives. It was a novelty to be parenting a toddler again. Jim and Kelly were open to whatever guidance and support was available. That is when KVCAP's Child and Family Services HomeBased program came into the picture.

Jeanine Deas, HomeBased Home Visitor, began making weekly visits, providing parenting support and parent-child activities, along with developmental and health screenings. Another foster child joined the Clauson family in 2013, baby boy Dixon! Jeanine was able to enroll Dixon and begin providing HomeBased services to him as well. Then in 2014, along came Jacoby, only weeks old! One can imagine how busy the Clauson's home and lives had become! Jeanine worked with Jim and Kelly to identify child needs, make referrals, and put services in place. By this time, each child was receiving various services to support their development.



Both Jim and Kelly are 'stay home' parents, which allows them to share the multiple tasks of caring for all the children. When asked, "How do you keep up with everything? How do you make it work?", they respond, in unison, "We tag-team! That is our parenting approach and it works for us!"

As foster parents you are aware that the goal of the children in your care is to be reunited with their families. This isn't always possible though. Many children become available for adoption. This was the case for Abby, Dixon, and Jacoby. Kelly and Jim knew that a child's well-being depends on the child maintaining consistent, secure, loving attachments. Since Abby, Dixon, and Jacoby's attachments were to them, Kelly and Jim petitioned the court to adopt each one. As Kelly and Jim put it, "We are their 'safe place,' their 'mom and dad,' and the only family they know."

Only days old, baby Aiden came into their care in 2015. At this point, Jeanine, was serving three of the four children in the Clauson home! Abby had moved into KVCAP Head Start/preschool at the school in Anson, where Kelly was serving as a parent on the KVCAP Policy Council. She went on to become the HomeBased parent representative in 2016-17, and will again represent HomeBased in 2017-18! Kelly has been a wonderful advocate for her own children and other children and families.

Aiden remained with the Clauson's for nearly two years, then was reunited with his birth mother. During that time, newborn Audrey arrived! Jeanine was able to enroll Audrey into the HomeBased program, while Dixon and Jacoby aged out and are attending Madison Preschool. As of November 16, 2017 Audrey is the newest (and last) child to be adopted into the Clauson family!

When asked about the benefits of KVCAP to their family, Jim and Kelly are quick to respond, "We appreciate having another set of eyes, opinion, and advocate when it comes to meeting our children's needs. Seeing our children grow and develop, to overcome hurdles and find their niche in our family is especially rewarding. Each of our children is unique and cherished."

## ***Family Engagement***

Family Engagement is a cornerstone of service delivery. Family involvement opportunities include decision making, program planning and evaluation, Policy Council, parent committees, training and networking opportunities, comprehensive health services for their children, and curriculum planning. Approximately 435 parents volunteered their services to the program this year and/or participated in goal setting, home visits, planning, training or direct participation in their child's classroom or family childcare home. The program promotes the involvement of the whole family and coordinates specific activities to encourage male involvement.



Maine's First Lady, Ann LePage, reading stories to the children and their families.

## ***Family Enrichment***

A variety of education, social connection, and service opportunities were offered to families throughout program locations. Some of the highlights include: Conscious Discipline training, Head Start Goes to Augusta, relationship building workshops, career counseling services, and cooking classes.

## ***Parent: Child Activities and Events***

In order to support parents in their important role as children's first and best educators, family events and activities are offered throughout the year in all service locations. A favorite event for most families is the annual art show that honors children's creativity and emerging artistic skills. Other highlights include literacy and math nights, family meal times, field trips and fall festivals.

## ***Nutrition***

Meals and snacks are provided to meet the nutritional needs of young children and support the child's physical health and well-being. Meal times and nutrition activities are planned that foster a positive learning environment, supports child development and promotes school readiness. There are many opportunities for families to join a variety of activities that promote nutrition education and provide nutritious meals and snacks helping families establish good eating habits, including cooking classes, nutrition displays and activities promoting locally grown foods and farmer's markets.

## ***Physical Activity***

*I Am Moving, I Am Learning (IMIL)* is a proactive approach for addressing childhood obesity in children. IMIL seeks to increase daily moderate to vigorous physical activity, improve the quality of movement activities intentionally planned and facilitated by adults, and promote healthy food choices every day.

Choosy is a role model who encourages healthy decision making and wants to help prevent childhood obesity. Choosy assists parents, teachers, and health professionals by supplying consistent health messages and recognizes that preferences for food and physical activity are "learned" from others early in life. Choosy also helps grown ups to intentionally facilitate movement and nutrition experiences of young children so that healthy preferences are reinforced early and often. Choosy's name is tied to his behavior, and his message is simple: *Be Choosy Be Healthy*.



## School Readiness

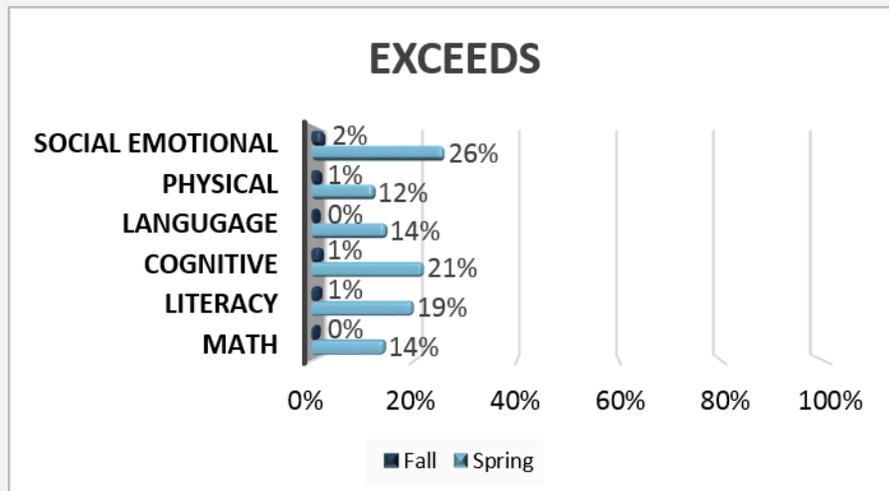
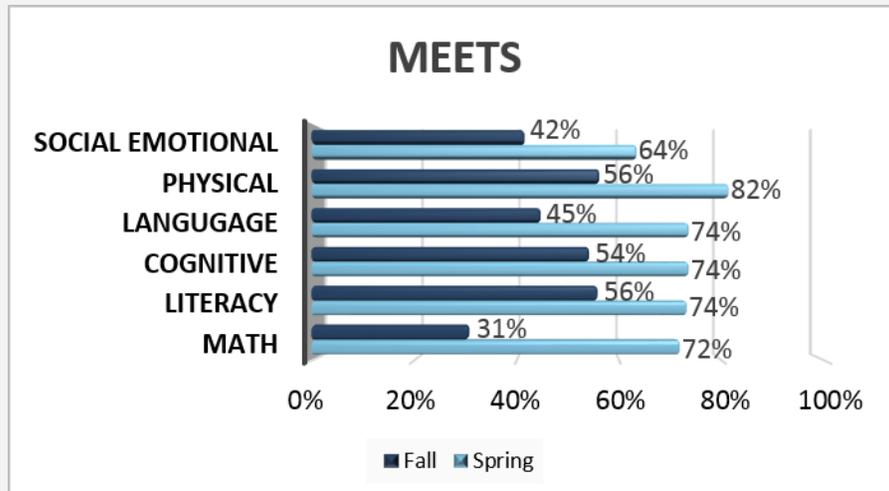
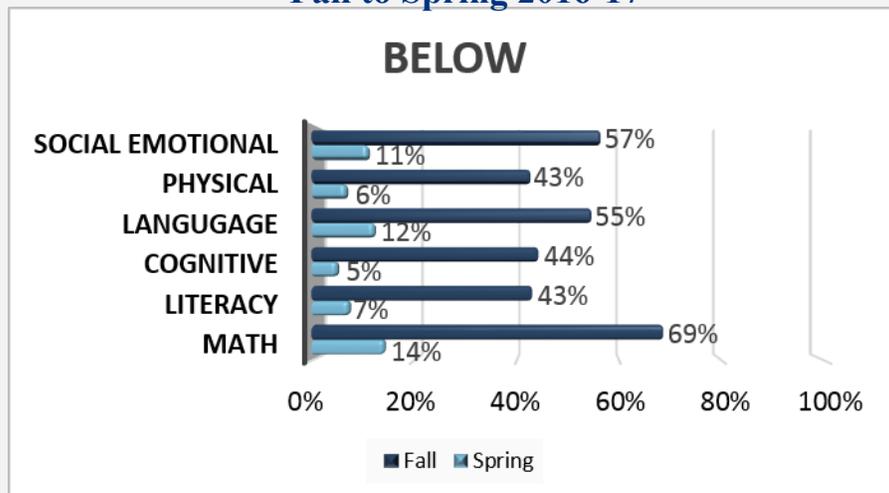
KVCAP's School Readiness Plan includes indicators in each of the development areas comprising the Head Start Child Development and Learning Framework and outlines the essential areas of learning and development for children. This Framework serves as a lens for analyzing data in order to understand child progress and to identify areas that need additional resources and attention. Multiple assessment tools or procedures (Classroom Scoring Assessment System (CLASS), Infant/Toddler Environment Rating Scale (ITERS), Early Childhood Environment Rating Scale (ECERS), mental health observations, etc.) are utilized to fully understand children's progress across all areas of child development and early learning.

These essential areas of learning and development are used by staff in a number of ways to guide local decision-making and action leading to positive outcomes for children, including:

- The selection and implementation of curriculum and assessment tools as part of an overall approach to promoting positive outcomes for children;
- Connecting child assessment data to various aspects of program planning and design;
- Establishing school readiness goals consistent with federal, state and local expectations;
- Monitoring children's progress; and
- Promoting continuous quality improvement in programs, child well-being, and success.



### Head Start Child Outcomes - Ages 3-5 Fall to Spring 2016-17\*



\* Data reflects children who were enrolled at both checkpoints

\*\*218 children

## 2017 Family Survey Summary

The family survey is an important component in the self assessment process as it gives management and staff a glimpse into parents' perceptions of the program. Overall, the results revealed that parents feel Early/Head Start is providing excellent customer service and children and families are receiving comprehensive, quality services. Some highlights from the survey, excluding those from the Early Head Start Child Care Partnership are below:

- 98% of families feel they have the opportunity to discuss their children's learning and development.
- 98% of families feel their child's progress is shared in language they understand and in ways that are respectful to them and their family.
- Transportation, health insurance, adequate childcare, and dental care were the areas identified that present the most identified challenges.
- Families report that they are there are their child's first teacher and play an important role in their child's education.
- 98% of families feel comfortable recommending the program to others.
- 100% of families feel their child has the opportunity to use a variety of materials (i.e. age appropriate toys, materials, etc.) that meet his/her individual needs while attending the program.
- Over 93% of families feel the program provides nutritious snacks and meals and works with the family to meet each child's nutritional needs.

## Classroom Assessment Scoring System

The **Classroom Assessment Scoring System (CLASS)** is a system for observing and assessing the quality of interactions between teachers and children in preschool classrooms. The CLASS examines social-emotional and instructional interactions that contribute to children's social competence and academic achievement. The CLASS measure includes 10 subscales organized into three domains: (1) **Emotional Support**, (2) **Classroom Organization**, and (3) **Instructional Support**. Each subscale is scored on a 7-point scale, with a score of 1 and 2 considered to be in the low-range; 3, 4, and 5 are mid-range; and 6 and 7 are high range.

### KVCAP Child & Family Services Average CLASS Scores:

Emotional Support: 6.25

Classroom Organization: 5.76

Instructional Support: 3.62

### CLASS Dimensions

#### Instructional Support

Concept Development  
Quality of Feedback  
Language Modeling

#### Classroom Organization

Behavior Management  
Productivity  
Instructional Learning Formats

#### Emotional Support

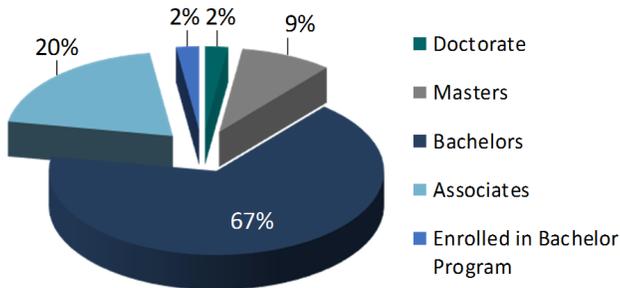
Positive Climate  
Negative Climate  
Teacher Sensitivity  
Regard for Child Perspective

## Staff Qualifications & Development

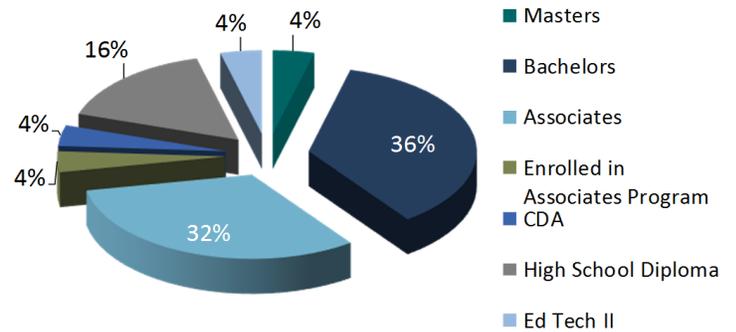
Professional Development is a major focus within Child & Family Services. Staff discuss professional development needs during his/her orientation period, and reviews/ revises this plan as part of his/her annual evaluation process.



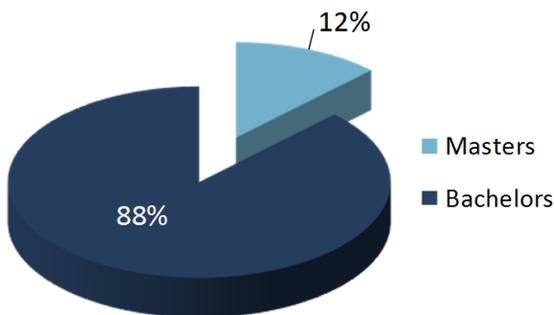
### Teachers and Mentor Teachers



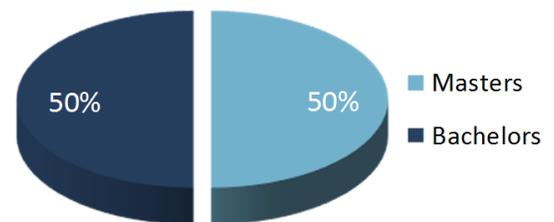
### Teacher Assistants



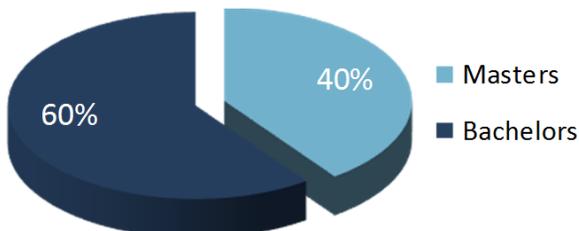
### Family Service Coordinators



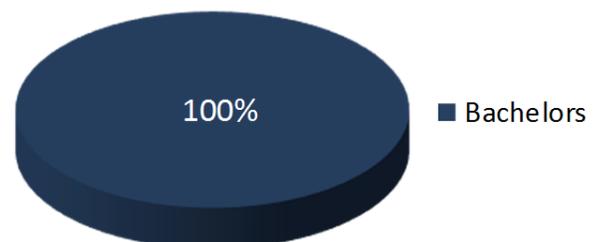
### Content Specialists Education, Infant/Toddler, Health & Nutrition, Family Services, Mental Health, and Disabilities



### Early Childhood Coach



### Home Visitors & HomeStart Coordinators



\* Degree information as of November 1, 2017

## *Program Highlights* 2016-2017



<b>Attendance</b>	<b>Head Start/ Early Head Start</b>	<b>Early Head Start- Child Care Partnerships</b>
Average daily attendance in center-based programs	86%	85%
Average funded enrollment	100%	100%
Number of homeless families served	24	7
Number of homeless families who obtained housing during the year	13	2
Number of nutritious meals and snacks served		93,660

<b>Child Health Attendance</b>	<b>Head Start/ Early Head Start</b>	<b>Early Head Start- Child Care Partnerships</b>
Children with developmental assessment within 45 days	82%	91%
Children who had access to ongoing, continuous and preventative dental care	88%	80%
Children up-to-date on immunizations	79%	88%
Children up-to-date on EPSDT*	76%	80%
Children who had access to ongoing, preventative and acute medical care	96%	98%

<b>Child Disability Services</b>	<b>Head Start/ Early Head Start</b>	<b>Early Head Start- Child Care Partnerships</b>
Children with a diagnosed disability	16%	9%
Number of children with an IEP/IFSP	59	7

## ***Early Head Start Child Care Partnerships***

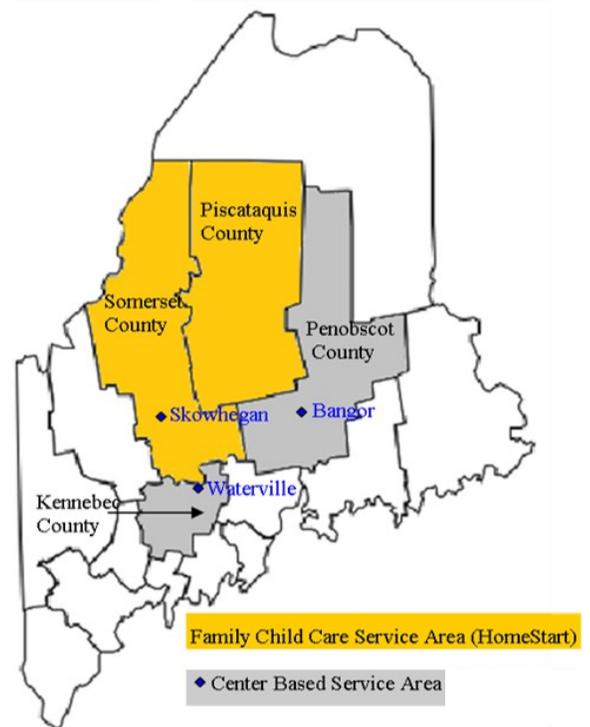
KVCAP was awarded an Early Head Start (EHS) Child Care Partnerships grant for \$1.329 million annually for 5 years. The purpose of the grant is to assist community providers (centers and family child care) in accessing supports that enable them to meet the comprehensive Head Start Performance Standards (HSPS). Infants and toddlers in centers, and infants, toddlers and 3 year olds in family child care, will be enrolled in EHS while staff support compliance with the HSPS (must meet within 18 months).

KVCAP is the hub for coordination and service delivery. KVCAP's partner, Educare Central Maine (ECM), supports participating providers through utilization of its high quality early learning and teaching facility for trainings and assessment support.

The grant increases providers' skills, knowledge, and capacity to measurably increase the social, emotional, health, and learning outcomes for 72 low-income infants and toddlers (and 3 year olds in family child care), which includes children with disabilities, who are served in targeted communities across northern Kennebec, Somerset, Piscataquis, and Penobscot counties with high cumulative risk factors including child poverty, child welfare involvement, rural isolation, teen/single parent stress, unemployment, and lack of access to quality early care and education.

The EHS Child Care Partnership grant ensures participating family child care (HomeStart) and center-based providers serve children and families with quality comprehensive services which include: (1) evidence-based instructional practices aligning curricula and assessment; (2) culturally-competent and effective parent/family engagement and partnership in the child's development; (3) effective referral and partnerships with community-based services; and (4) ensure continuity of service through blended federal, state, and private funds.

Finally, the EHS Child Care Partnership grant builds upon KVCAP's collaborations with Maine and national foundations, a local donor, and the Maine Early Learning Investment Group (MELIG), a group of CEO's committed to replicating a high quality birth to kindergarten-entry system, and to invest private resources that ensure the uninterrupted, continuity of services for the children served through this partnership.



## ***Service Options***

*Service options planned for 2017/2018 include center based, Preschool, Home-based and HomeStart. All assure that Head Start Performance Standards are met.*

## **Infants & Toddlers**

Full-day center based services for children ages 6 weeks to 3 years are available at Educare Central Maine in Waterville and Skowhegan Early Head Start in Skowhegan.

Our multi-age infant-toddler program features: Individualized infant feeding and sleeping routines; small group size of 8 children; primary caregivers; breastfeeding friendly environments; daily written communication; and, staff trained in infant/toddler development and care.

## **Preschoolers**

Children participate in age-appropriate learning experiences that promote school readiness and support holistic development.

Part-day, part-year preschool classrooms for children ages 3 to 5 years\* are offered in collaboration with the public schools in AOS #92, RSU #19, RSU #54, and MSAD #49.

RSU #54 is also an extended day location, offering services 5 days per week, 6 hours per day, school year.

RSU #74 is a preschool expansion location. Service is offered 5 days per week, 5 hours per day, school year.

Full-day, center-based services are also available at Educare Central Maine in Waterville for children ages 3 to 5 years. The child care option includes all of the learning experiences offered in the part-day preschool program, with extended care hours to meet the needs of families working or going to school.

We focus on literacy; numeracy and math skills; creativity; health and nutrition; and, social-emotional development.

*\*Service is not available for 3 year olds in all part-day, part-year locations.*



## **Home Based**

The home based option provides families with the opportunity to receive Early Head Start services in their homes for children ages birth to 3 years.

The home based option offers: playgroups with other home based families; weekly home visit; developmentally appropriate educational activities; and, support, guidance, and education designed for each individual family.

## **HomeStart**

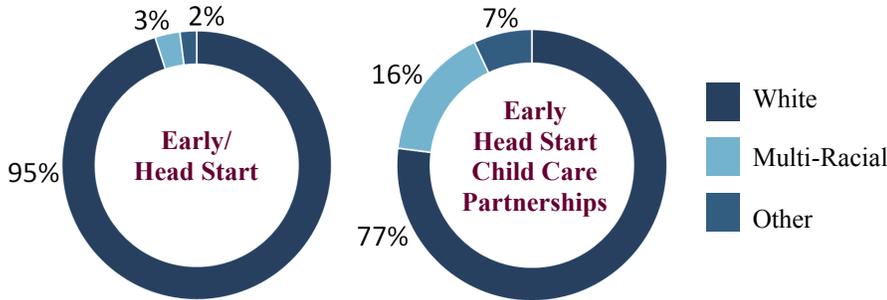
The HomeStart option combines Early Head Start and Family Child Care into a full-day, full-year childhood experience for children ages 6 weeks to age 4, at a minimal cost to families.

Family Child Care providers, Early Head Start staff, and parents work together as a team to offer: health and nutrition services; parent involvement opportunities; social services coordination; and, a supportive experience for each child.

## Enrollment

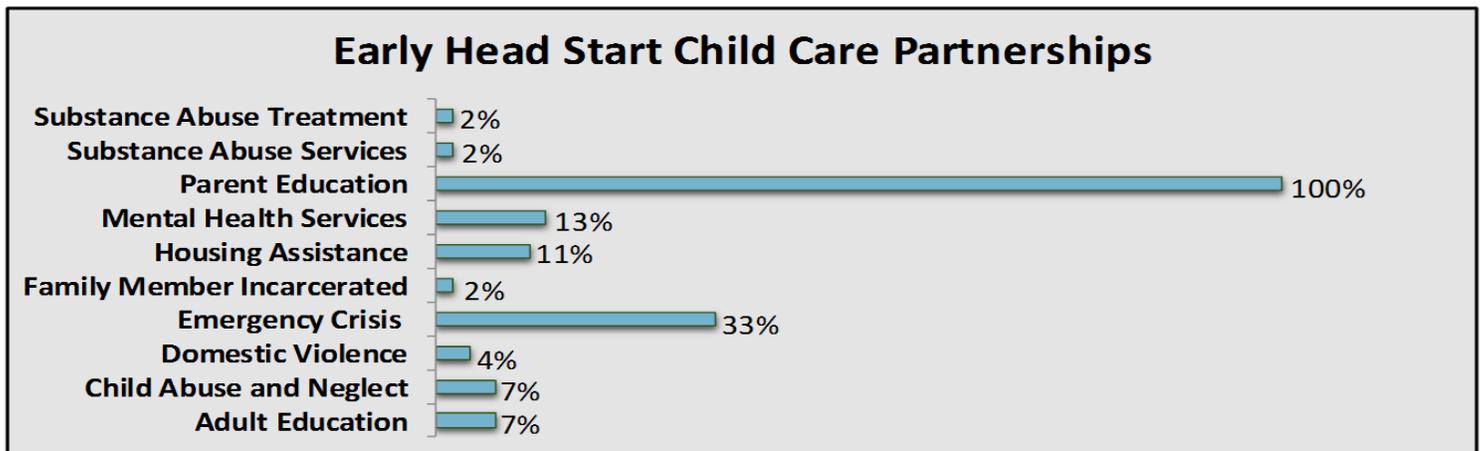
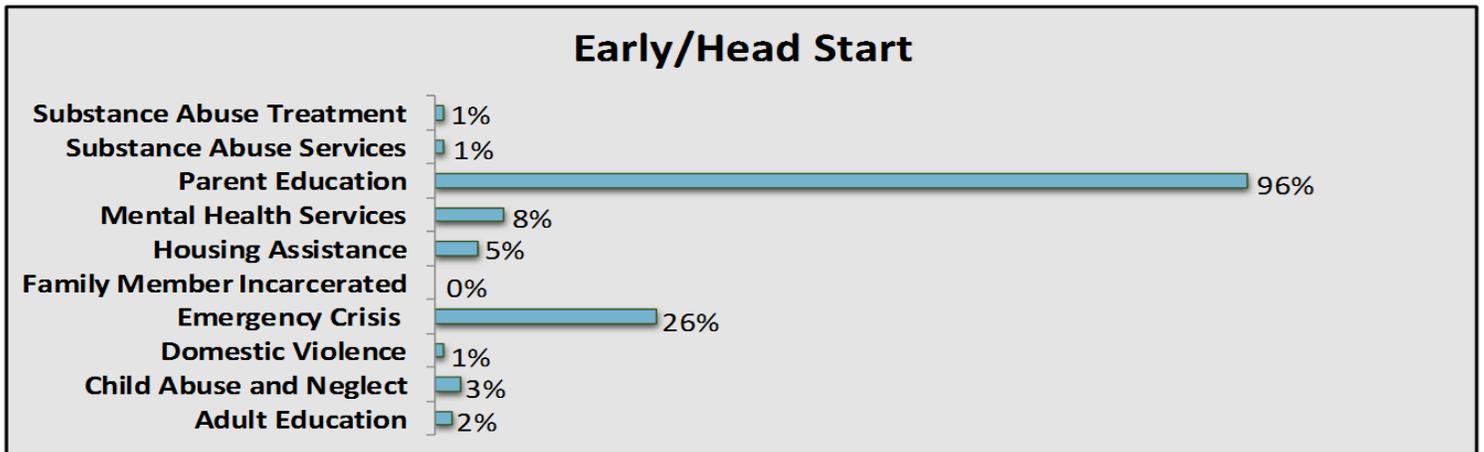
KVCAP is funded to serve 257 Head Start preschool-aged children (ages 3-5); of which 257 are federal funded. Additionally, KVCAP is funded to serve 61 infants, toddlers and pregnant women, of which 56 are federal and 5 are State funded. The Early Head Start Child Care Partnerships serves 60 infants and toddlers.

## Ethnicity/Race



## Family Services

Head Start assists parents in their efforts to improve the quality of life for themselves and their children. The following services/referrals were made for families in 2016-2017:



## ***External & Internal Audits and Reviews***

### **Independent Audit Report**

The Independent Audit Report is completed by PFBF, Certified Public Accounts. Our most recent report was for the year ending September 30, 2016. The reports required by *Government Auditing Standards* and *OMB Circular A-133* did not contain any findings. The report required by *Maine Uniform Accounting and Auditing Practices for Community Agencies* also contained no findings to the Child & Family Services program.

### **Self Assessment & Community Assessment**

An annual self-assessment is completed as a part of our internal ongoing monitoring process. Staff, community-partners and parents use a variety of tools and methods to determine the effectiveness of the program's service delivery system in all content areas. The most recent self-assessment was completed in February 2016. A Training and Technical Assistance plan was developed to continue to enhance staff skills and improve quality. KVCAP's full Community Assessment can be found by visiting [www.kvcap.org](http://www.kvcap.org).

### **Federal Monitoring Review**

The Office of Head Start (OHS) uses the Aligned Monitoring System to review grantees. It has been designed to support the OHS transition from indefinite grants to a five-year grant cycle. This approach ensures that monitoring continues to measure the quality and accountability of Head Start programs across the country. It also provides grantees with opportunities for continuous improvement.

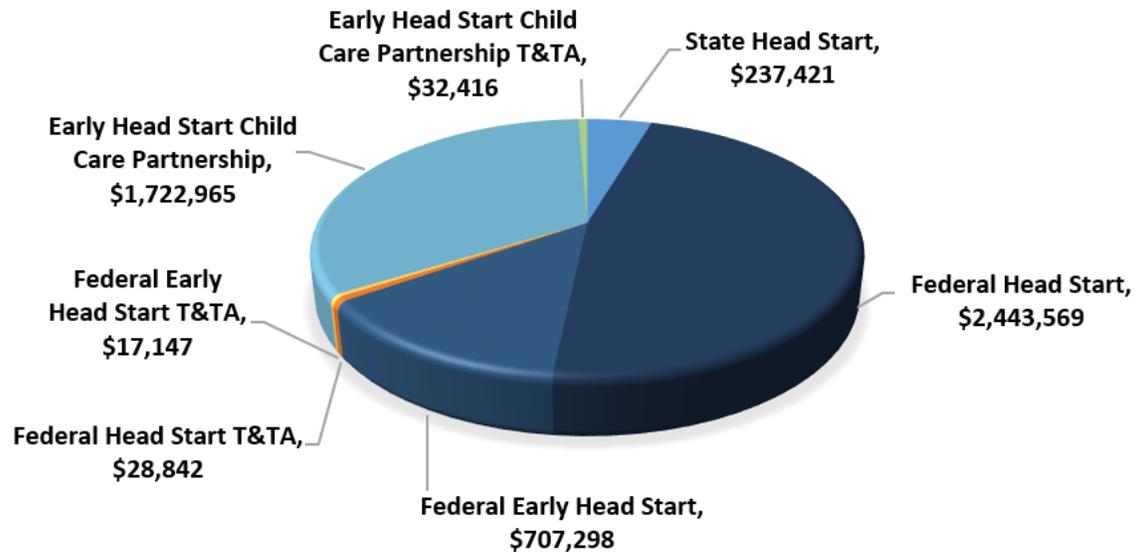
OHS assesses grantee compliance with the Head Start Program Performance Standards, the Head Start Act, and other regulations through the Aligned Monitoring System. It disseminates its findings through formal monitoring reports.

For a typical five-year project period, grantees will receive five assessments within the Comprehensive Monitoring Process in the first three years of the project period. Individual review events will focus on one content area at a time, giving the grantee and the reviewer a better opportunity to achieve a more in-depth review of each area. The content areas are: Environmental Health & Safety; Classroom Assessment Scoring System (CLASS); Leadership, Governance, & Management Systems; Fiscal Integrity/Eligibility, Recruitment, Selection, Enrollment and Attendance (ERSEA); Comprehensive Services & School Readiness.

Kennebec Valley Community Action Program was fully compliant in the area of Environmental Health & Safety, CLASS, Fiscal Integrity/ERSEA, and Comprehensive Services and School Readiness. The next and final review for the grant period will be the Leadership, Governance, and Management Services.



## Early/Head Start & Early Head Start Child Care Partnerships FY 2016-2017 Federal & State Revenue \$5,189,658



	State Head Start	Federal Head Start	Federal Early Head Start	Federal Head Start T&TA	Federal Early Head Start T&TA	Early Head Start Child Care Partnerships	Early Head Start Child Care Partnerships T&TA
Personnel	\$152,900	\$1,417,549	\$433,701	-	-	\$640,068	-
Fringe	\$48,503	\$478,737	\$129,920	-	-	\$232,058	-
Travel (Out of Town)	-	-	-	\$8,699	\$6,450	\$1,858	\$6,616
Equipment	-	-	-	-	-	-	-
Supplies	-	\$70,567	\$17,673	-	-	\$67,266	\$2,000
Contractual	-	\$41,379	\$7,237	-	-	\$528,386	-
Construction	\$86	-	-	-	-	-	\$23,800
Other	-	\$102,214	\$16,848	\$20,143	\$10,697	\$102,914	-
Indirect	\$35,932	\$333,123	\$101,919	-	-	\$150,415	-
<b>Total</b>	<b>\$237,421</b>	<b>\$2,443,569</b>	<b>\$707,298</b>	<b>\$28,842</b>	<b>\$17,147</b>	<b>\$1,722,965</b>	<b>\$32,416</b>

**Child & Family Services  
Actual Revenue & Expenses  
October 1, 2016 - September 30, 2017**

**Revenue**

Federal	\$ 4,960,099
State	\$ 388,224
Client Fees/Scholarships	\$ 1,109,483
Local	\$ 1,728,545
Other	\$ 944,588
In-Kind	\$ 1,110,944
<b>Total Revenue</b>	<b>\$ 10,241,883</b>

**Expenses by Category**

Personnel	\$ 4,435,664
Fringe	\$ 1,394,273
Contract Services	\$ 935,091
Travel	\$ 51,826
Equipment	\$ 0
Supplies	\$ 197,376
Other	\$ 1,004,193
Indirect	\$ 1,042,381
In-Kind	\$ 1,110,944
<b>Total Expenses</b>	<b>\$ 10,171,748</b>

**Variance** \$ 70,135



## ***KVCAP Child & Family Services Site Locations***

### **Educare Central Maine**

56 Drummond Avenue  
Waterville, ME 04901  
(207) 680-7200

### **Canaan Preschool**

Canaan Elementary School  
178 Main Street  
Canaan, ME 04924  
(207) 474-3901

### **Mill Stream Preschool**

Mill Stream Elementary School  
26 Mercer Road  
Norridgewock, ME 04957  
(207) 858-1400

### **North Elementary Preschool**

North Elementary School  
33 Jewett Street  
Skowhegan, ME 04976  
(207) 458-4372

### **Skowhegan Early Head Start**

130 Academy Circle  
Skowhegan, ME 04976  
(207) 858-1453

### **Fairfield Preschool**

Fairfield Primary School  
63 High Street  
Fairfield, ME 04937  
(207) 453-4220 x330

**Home Based & HomeStart  
services provided throughout  
Northern Kennebec and Somerset Counties.**

### **Hartland Preschool**

Hartland Consolidated School  
62 Elm Street  
Hartland, ME 04943  
(207) 938-2043

### **MSAD #74 Preschool - Garret Schenck**

Garret Schenck School  
19 Ken Taylor Avenue  
Anson, ME 04911  
(207) 696-3753

### **MSAD #74 Preschool - Solon**

Solon Elementary School  
76 South Main Street  
Solon, ME 04979  
(207) 643-2491

### **Clinton Preschool**

Clinton Elementary School  
75 Morrison Avenue  
Clinton, ME 04927  
(207) 426-2181



