



**CITY OF BATON ROUGE**  
PARISH OF EAST BATON ROUGE



# Head Start Program

2018- 19 Annual Report



## LETTER FROM THE EXECUTIVE DIRECTOR

Greetings,

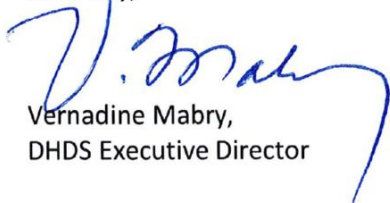
The East Baton Rouge Parish Head Start/Early Head Start Program has been serving low-income preschool children and their families for over 40+ years. We remain committed to this day to making a difference in the lives of children and families served and strive to improve outcomes through the Head Start Advantage.

I am exceedingly grateful to all of our parents, community partners and stakeholders who help us stay focused and motivated on the goal at hand. It indeed takes all of us working together to provide high quality, early learning services to children, equipping them with the foundation for lifelong learning and success.

Head Start programs have served more than 36 million children since 1965, growing from an eight-week demonstration project to include full day/year services with many program options. Today, Head Start is recognized as a model preschool program for addressing the needs of the whole child. In every Head Start/Early Head Start classroom, we individualize the mental, social, and emotional development of each child served. Most importantly, we support the role of parents as their child's first and most important teacher. Head Start believes that in partnership with parents we share a common purpose: the child's success in school and in life.

We look forward to strengthening our parental involvement and community relationships as we continue to improve the services provided to children and families within our community. We are ecstatic about becoming more data driven to assist us in improving outcomes and identifying areas for continuous quality improvement throughout the program. Our ultimate goal is to improve outcomes for children and families while simultaneously improving the quality of services of our Head Start Program.

Sincerely,



Vernadine Mabry,  
DHDS Executive Director



## Letter from the Program Administrator



Through the ongoing efforts of our Leadership Team, our dedicated Staff, Policy Council and community members, our program continuously provides families and children access to high quality early educational programs in their earliest and most vulnerable years. Each day, we strive to make a positive difference in the lives of children and families by the services provided.

East Baton Rouge Parish Head Start/Early Head Start is the foundation that builds school readiness and future success. As we all know, young children today, are tomorrow's future. Investing in children is why we are committed to providing comprehensive services.

As we move toward the next level in our program, we are continuing to advance our efforts to prepare children and their families for their future school success.

Educationally yours,

A handwritten signature in blue ink, appearing to read 'Juliette Semien'. The signature is stylized and fluid, with a long horizontal stroke extending to the right.

Juliette Semien  
Program Administrator  
East Baton Rouge Parish Head Start/Early Head Start

## Annual Report

East Baton Rouge Head Start and Early Head Start is making available to the public its annual report. As required “The Improving Head Start for School Readiness Act of 2007 and Head Start Program Performance Standards. The report identifies the resources received for the provision of Head Start and Early Head Start services, how the resources were used in the provision of the services and the services provided to the children and families during the 2019 Head Start and Early Head Start Fiscal Year.

## Our Mission

The City of Baton Rouge-East Baton Rouge Parish Head Start/Early Head Start program promotes school readiness by enhancing the social and cognitive development of children through the provision of culturally inclusive educational, health, nutritional, social and other services to eligible children, their families and pregnant women.

## About Us

The program provides quality-integrated services to income-eligible families in Early Head Start, which services infants, toddlers, and expectant parents—and Head Start, which serves 3- to 5-year-old children. Head Start services are designed to meet the needs of the children and families within the cultural context of their family, school, and community. This cultural context is an important factor in the development of critical life skills vital to children’s readiness for kindergarten success in school and lifelong learning.

Families participating in the program receive assistance with the following:

- Early childhood education and disability services
- Social services
- Connections to community resources
- Health services (medical, dental, nutrition, mental health and prenatal care)
- Parent education
- Family literacy and English for Speakers of Other



## Number of Children Served

The program is funded to service 1574 children in program in a Center based (children in a classroom setting). The children enrolled in the Head Start program are in a school year program. Children enrolled in the Early Head Start are in a full year program.

## Family Engagement

In 2019, the Mayors' Cradle to K pilot initiative continued to advance its mission to strengthen the culture of parenting in Head Start and took on a larger role in the parent engagement strategy of Head Start.

The Family Engagement Sessions, also known as the C2KBR Parent Club initiative has expanded and in the Spring 2019, there were four community wide parent club meetings. In the Fall of 2019, it was decided to integrate family engagement and planning sessions/parent clubs and the reflective parenting model into Head Start parent meetings. C2KBR held 13 successful sessions at various head start centers across the city. The data from these sessions showed that 96% of participants agreed or strongly agreed that the program helped them become more confident as parents; 90% of participants agreed or strongly agreed that the experience helped them become more connected with other parents; 60% of participants reported using insights from the program on a *daily* basis and another 30% reported using insights from the training on a *weekly* basis. When parents were asked what they would do differently because of Cradle to K, the most common response is that they listen to their children more. Parents and staff who participated in the Parent Club meetings recorded video testimonials about the experience.

Cradle2K uses Social media to share information about parenting and child development, celebrate local partners, promote events, and share videos with local experts discussing parenting strategies. These social media efforts reached over 30,000 people in 2019 and received over 3,000 engagements. The social media promotion to publicize enrollment in Head Start and other early childhood programs received 221 engagements including 54 comments, and 103 shares. The #BlackDadsBR campaign launched in conjunction with Father's Day received 522 engagements, 11 comments, and 43 shares.

Cradle2K trained 33 Head Start staff members, including all parent coordinators, on the research foundations and practical implications of the Cradle2K parenting pillars. Head Start staff were also trained on the Reflective Parenting facilitation model used in parent club meetings. Testimonials from staff show that participation in these trainings and the Cradle2K Parent Club has helped them better advocate for children and led to the development of their personal leadership skills.

Cradle2K applied for the National, City Livability Award in the large city category and competed against other cities with more than 100,000 residents. Cradle to K was chosen as one of the top five initiatives in the country.

## Father Engagement

Children are more likely to lead healthy, productive lives when both of their parents are actively involved in their lives in positive ways. Research shows that, in particular, fathers significantly affect the development of cognitive abilities and achievement motivation.

Participation in fatherhood/male engagement activities remained consistent over the last two years. The grantee set aside funds that were specifically devoted to supporting activities designed to involve fathers/father figures. Some of those activities are Daddy Read to Me, Christmas with Dad, and Father's Walk (Where Dads drop their students to school)

## Our Teachers and Classrooms

### Education/School Readiness Initiative in HS

The program recognizes that staff qualifications and skills strongly correlate with overall quality of classroom instruction and that investments in teacher credentialing improve child outcomes.

### Teachers

In PY 2013, a national requirement mandated that 50% of Head Start lead classroom teachers hold a bachelor's degree by the end of September 2013. Our program exceeded this requirement in that 60% of our teachers held a bachelor's degree or higher, and all teachers met credentialing requirements.

EBRP Head Start/Early Head Start Teachers:

- individualize instruction, including activities that foster children's social skills and emotional well-being
- support children's physical health and development, through screenings, meals, and community support
- support the goals and needs of children's caregivers and families (e.g., housing and financial security)

### Classroom Assessment Scoring

The CLASS (Classroom Assessment Scoring System) is a nationally recognized, standardized assessment tool that measures teacher/child interaction and the emotional and instructional climate in classrooms serving 3 to 5-year-olds. Research indicates that at the preschool level more effective teacher-child interactions are associated with higher scores in vocabulary and math for children about to enter kindergarten (Marshburn et al., 2008). Results from the CLASS administered were used to support professional development plans for staff including training opportunities and resources for strengthening teacher/child interactions.

**The CLASS tool categorizes teacher-child interactions into three broad domains:**

***Emotional Support*** captures how teachers help children develop positive relationships, enjoyment in learning, and appropriate levels of independence

***Classroom Organization*** focuses on how teachers manage the classroom to maximize learning and keep children engaged

***Instructional Support*** involves how teachers promote children’s thinking and problem solving, use feedback to deepen understanding, and develop more complex language skills

## **Transition to Kindergarten**

“The Head Start Approach to School Readiness means that children are ready for school, families are ready to support their children’s learning, and schools are ready for children.” The East Baton Rouge Parish Head Start program provides a comprehensive focus on physical, cognitive, and social and emotional development, all of which are essential to children becoming ready for kindergarten. The East Baton Rouge Parish Head Start program has an integrated curriculum in place that addresses the essential domains of school readiness in the Head Start and Early Learning Framework. Child level assessment data is collected and entered three times a year through the use of the assessment tool Teaching Strategies Gold. The information collected is shared with the parents twice a year. Parental partnerships are encouraged that promotes an understanding of the child’s progress, provide support, and encourage learning. There is also ongoing communication with the local schools to exchange information about the children and programs and to align services for early learning, health, and family engagement.

Families of students that enroll in Head Start are provided with a packet of information about the Head Start program, including a copy of the parent handbook. In addition, parents also attended orientation, open house, parent conferences, and home visits. Families were given the opportunity to visit the classrooms, meet administrators, and other staff involved with the children to ask questions about the program and curriculum. The Head Start program is the beginning for many students on their journey to Kindergarten Readiness.

## **Comprehensive Services for Children**

In addition to early childhood education, enrolled children receive comprehensive services supportive of the whole child: health including nutrition and medical/dental care; social-emotional development; hearing and vision screening; and disabilities services. Screenings and referrals are conducted to identify concerns as early as possible in the life of the child. Comprehensive services promote school readiness and prevent health and other issues from adversely affecting a child’s ability to learn.

## Child Outcomes

Head Start programs prepare children to succeed in school. In PY 2018-2019, 454 children transitioned to kindergarten. Teachers observed, documented, and evaluated each child's progress on an ongoing basis and entered developmental level scores at specified checkpoints during the year. Teachers used the assessment information to develop lesson plans and individualized each child's learning. There are two curricula and assessment tools used in the Head Start program. Outcomes data from both curricula and assessments showed that children made substantial progress from the beginning of the program year to the end.

## Classroom Assessment Scoring

The Teaching Strategies GOLD assessment system is used for assessing students at all our locations. Data on children's progress is entered into TS GOLD three times a year: fall, winter, and spring checkpoints.

## Public and Private Funds Received

During the 2019 Head Start and Early Head Start Fiscal Year East Baton Rouge Head Start/Early Head Start Programs received \$11,547,032 in public funds and \$0 in private funds to operate the Head Start and Early Head Start program. The table in this section describes the amount of the public funds from each source.

<b>HEAD START AND EARLY HEAD START PUBLIC FUNDS FROM EACH SOURCE</b>			
<b>SOURCE</b>	<b>HEAD START</b>	<b>EARLY HEAD START</b>	<b>TOTAL</b>
FEDERAL FUNDS (COP)	\$9,220,024.83	\$773,446.15	\$9,993,470.98
FEDERAL FUNDS (T/TA)	\$66,336.19	\$3,934.52	\$70,270.71
USDA (CACFP)	\$1,187,458.93	\$0	\$1,187,458.93
<b>TOTAL</b>	<b>\$10,473,819.95</b>	<b>\$777,380.67</b>	<b>\$ 11,251,200.62</b>



## Budgetary Expenditures and Proposed Budget

The tables in this section explain the budgetary expenditures from the 2019 Head Start and Early Head Start Fiscal Year. The narrative explanation includes all the sources of funds: Cost of Program Operations; Training & Technical Assistance and Match.

### HEAD START BUDGETARY EXPENDITURES

BUDGET CATEGORY	COST OF PROGRAM OPERATIONS	TRAINING & TECHNICAL ASSISTANCE	TOTAL FEDERAL	MATCH
PERSONNEL	\$3,943,288.60		\$3,943,288.60	
FRINGE BENEFITS	\$2,570,792.85		\$2,570,792.85	
TRAVEL	\$64,388.54	\$22,991.12	\$87,379.66	
SUPPLIES	\$388,280.70	\$2,388.55	\$390,669.25	
EQUIPMENT	\$0	\$0	\$0	
CONTRACTUAL	\$571,462.87	\$3,470.00	\$574,932.87	
OTHER	\$1,581,811.27	\$37,486.52	\$1,619,297.79	\$2,321,590.26
TOTAL DIRECT COSTS	\$9,120,024.83	\$66,336.19	\$9,186,361.02	
INDIRECT COSTS	\$100,000.00	\$0	\$100,000.00	
<b>TOTAL BUDGET</b>	<b>\$9,220,024.83</b>	<b>\$66,336.19</b>	<b>\$9,286,361.02</b>	<b>\$2,321,590.26</b>

- PERSONNEL: The personnel funds were used to pay the salaries of the 242 Head Start employees during the grant period.
- FRINGE BENEFITS: The funds were used to pay to the federal taxes for the 242 Head Start employees during the grant period.
- TRAVEL: The travel funds were used to pay the travel costs associated with the Head Start employee's out-of-town professional development activities during the fiscal year.
- SUPPLIES: The funds were used to pay the cost of supplies for the staff, children and families to support their work and participation in the Head Start Program during the fiscal year.
- EQUIPMENT: The funds were used to pay the cost of equipment for the staff, children and families to support their work and participation in the Head Start Program during the fiscal year.
- CONTRACTUAL: The funds were used to pay the costs of contracts necessary to implement the provision of services required by the Head Start Performance Standards.
- OTHER: The funds were used to pay the other costs, including rent, utilities, local travel building insurance, parent services, volunteers and other costs need in the provision of Head Start services.
- INDIRECT COSTS: The funds were used to pay the administrative support from the grantee necessary in the provision of the Head Start services, including fiscal and administration.

## EARLY HEAD START BUDGETARY EXPENDITURES

BUDGET CATEGORY	COST OF PROGRAM OPERATIONS	TRAINING & TECHNICAL ASSISTANCE	TOTAL FEDERAL	MATCH
PERSONNEL	\$400,492.60		\$400,492.60	
FRINGE BENEFITS	\$245,292.05		\$245,292.05	
TRAVEL		\$3,156.89	\$3,156.89	
SUPPLIES	\$9,536.04	\$497.63	\$10,033.67	
EQUIPMENT	\$0	\$0	\$0	
CONTRACTUAL	\$13,164.09		\$13,164.09	
OTHER	\$94,961.37	\$280.00	\$95,241.37	\$194,345.17
TOTAL DIRECT COSTS	\$763,446.15	\$3,934.52	\$766,770.41	
INDIRECT COSTS	\$10,000.00	\$0	\$10,000.00	
<b>TOTAL BUDGET</b>	<b>\$773,446.15</b>	<b>\$3,934.52</b>	<b>\$777,380.67</b>	<b>\$194,345.17</b>

- **PERSONNEL:** The personnel funds were used to pay the salaries of the 24 Early Head Start employees during the grant period.
- **FRINGE BENEFITS:** The funds were used to pay to the federal taxes for the 24 Early Head Start employees during the grant period.
- **TRAVEL:** The travel funds were used to pay the travel costs associated with the Early Head Start employee's out-of-town professional development activities during the fiscal year.
- **SUPPLIES:** The funds were used to pay the cost of supplies for the staff, children and families to support their work and participation in the Early Head Start Program during the fiscal year.
- **EQUIPMENT:** The funds were used to pay the cost of equipment for the staff, children and families to support their work and participation in the Early Head Start Program during the fiscal year.
- **CONTRACTUAL:** The funds were used to pay the costs of contracts necessary to implement the provision of services required by the Head Start Performance Standards.
- **OTHER:** The funds were used to pay the other costs, including rent, utilities, local travel building insurance, parent services, volunteer and other costs need in the provision of Early Head Start services.
- **INDIRECT COSTS:** The funds were used to pay the administrative support from the grantee necessary in the provision of the Early Head Start services, including fiscal and administration.

The tables in this section explains the proposed budget for the 2020 Head Start and Early Head Start Fiscal Year. The narrative explanation includes all the sources of funds: Cost of Program Operations; Training & Technical Assistance and Match.

## 2020 HEAD START PROPOSED BUDGET

BUDGET CATEGORY	COST OF PROGRAM OPERATIONS	TRAINING & TECHNICAL ASSISTANCE	TOTAL FEDERAL	MATCH
PERSONNEL	\$301,958.80	\$	\$301,958.80	
FRINGE BENEFITS	\$224,264.30	\$	\$224,264.30	
TRAVEL	\$1,243.30	\$10,000.00	\$11,243.30	
SUPPLIES	\$17,500.00	\$10,000.00	\$27,500.00	
EQUIPMENT	\$0	\$0	\$0	
CONTRACTUAL	\$101,651.00	\$30,000.00	\$131,651.00	
OTHER	\$25,342.50	\$12,176.00	\$37,518.50	\$196,033.98
TOTAL DIRECT COSTS	\$671,959.90	\$62,176.00	\$734,135.90	
INDIRECT COSTS	\$50,000.00	\$	\$50,000.00	
<b>TOTAL BUDGET</b>	<b>\$721,959.90</b>	<b>\$62,176.00</b>	<b>\$784,135.90</b>	<b>\$196,033.98</b>

- **PERSONNEL:** The personnel funds will be used to pay the salaries of the 242 Head Start employees during the grant period.
- **FRINGE BENEFITS:** The funds will be used to pay to the federal taxes for the 242 Head Start employees during the grant period.
- **TRAVEL:** The travel funds will be used to pay the travel costs associated with the Head Start employee's out-of-town professional development activities during the fiscal year.
- **SUPPLIES:** The funds will be used to pay the cost of supplies for the staff, children and families to support their work and participation in the Head Start Program during the fiscal year.
- **EQUIPMENT:** The funds will be used to pay the cost of equipment for the staff, children and families to support their work and participation in the Head Start Program during the fiscal year.
- **CONTRACTUAL:** The funds will be used to pay the costs of contracts necessary to implement the provision of services required by the Head Start Performance Standards.
- **OTHER:** The funds will be used to pay the other costs, including rent, utilities, local travel building insurance, parent services, volunteers and other costs need in the provision of Head Start services.
- **INDIRECT COSTS:** The funds will be used to pay the administrative support from the grantee necessary in the provision of the Head Start services, including fiscal and administration.



**2020 EARLY HEAD START PROPOSED BUDGET**

BUDGET CATEGORY	COST OF PROGRAM OPERATIONS		TRAINING & TECHNICAL ASSISTANCE	TOTAL FEDERAL	MATCH
PERSONNEL	\$49,938.45		\$	\$	\$
FRINGE BENEFITS	\$38,328.54		\$	\$	\$
TRAVEL	\$574.40		\$3,000.00	\$3,574.40	\$
SUPPLIES	\$2,775.00		\$1,000.00	\$3,775.00	\$
EQUIPMENT	\$0		\$	\$0	\$
CONTRACTUAL	\$3,000.00		\$5,000.00	\$8,000.00	\$
OTHER	\$2,232.30		\$3,238.00	\$5,470.30	\$28,521.67
TOTAL DIRECT COSTS	\$96,848.69		\$12,238.00	\$109,086.69	\$
INDIRECT COSTS	\$5,000.00		\$	\$5,000.00	\$
<b>TOTAL BUDGET</b>	<b>\$101,848.69</b>		<b>\$12,238.00</b>	<b>\$114,086.69</b>	<b>\$28,521.67</b>

- PERSONNEL: The personnel funds will be used to pay the salaries of the 24 Early Head Start employees during the grant period.
- FRINGE BENEFITS: The funds will be used to pay to the federal taxes for the 24 Early Head Start employees during the grant period.
- TRAVEL: The travel funds will be used to pay the travel costs associated with the Early Head Start employee's out-of-town professional development activities during the fiscal year.
- SUPPLIES: The funds will be used to pay the cost of supplies for the staff, children and families to support their work and participation in the Early Head Start Program during the fiscal year.
- EQUIPMENT: The funds will be used to pay the cost of equipment for the staff, children and families to support their work and participation in the Early Head Start Program during the fiscal year.
- CONTRACTUAL: The funds will be used to pay the costs of contracts necessary to implement the provision of services required by the Head Start Performance Standards.
- OTHER: The funds will be used to pay the other costs, including rent, utilities, local travel building insurance, parent services, volunteer and other costs need in the provision of Early Head Start services.
- INDIRECT COSTS: The funds will be used to pay the administrative support from the grantee necessary in the provision of the Early Head Start services, including fiscal and administration.

## Enrollment and Families Served

The tables in this section describes the children and families served during the 2019 Head Start and Early Head Start Fiscal Year.

<b>2019 HEAD START AND EARLY HEAD START CHILDREN AND FAMILIES SERVICED</b>				
PROGRAMS	CHILDREN	FAMILIES	CHILDREN	FAMILIES
HEAD START	1773	1685		
EARLY HEAD START			56/12 PGMOMS	100
<b>TOTAL PROGRAM</b>	<b>1773</b>	<b>1685</b>	<b>72</b>	<b>100</b>

- i. The tables in this section describes the monthly enrollment (as a percentage of funded enrollment) during the 2019 Head Start and Early Head Start Fiscal Year

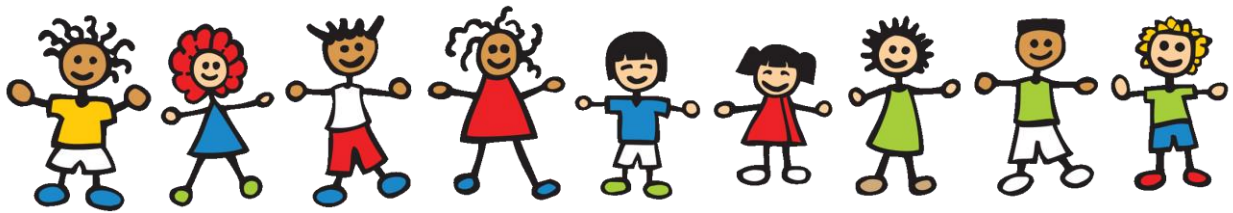
<b>MONTHLY PERCENTAGE OF ENROLLMENT TO ACTUAL ENROLLMENT</b>						
MONTHS	HEAD START			EARLY HEAD START		
	FUNDED ENR.	ACTUAL ENR.	% OF FUNDED ENR.	FUNDED ENR.	ACTUAL ENR.	% OF FUNDED ENR.
January	1502	1464	97.47	72	72	100
February	1502	1459	97.13	72	72	100
March	1502	1468	97.73	72	72	100
April	1502	1468	97.73	72	72	100
May	1502	1468	97.73	72	72	100
June	CLOSED	CLOSED	CLOSED	72	72	100
July	CLOSED	CLOSED	CLOSED	72	72	100
August	CLOSED	CLOSED	CLOSED	72	72	100
September	1502	1468	97.73	72	72	100
October	1502	1459	97.13	72	72	100
November	1502	1463	97.40	72	72	100
December	1502	1468	97.73	72	72	100

- ii. The tables in this section describes the percentage of eligible children served during the 2019 Head Start and Early Head Start Fiscal Year. The eligibility determination was based on: The family's income; The family is eligible for or, in the absence of child care, would be potentially eligible for public assistance; including TANF child-only payments; The child is homeless; or The child is in foster care.

DATA	HEAD START	EARLY HEAD START
ELIGIBLE CHILDREN	1600	72
OVER INCOME CHILDREN	173	0
TOTAL CHILDREN	1773	72
% OF ELIGIBLE CHILDREN SERVED	90%	100%

## Secretary Review and Financial Audit

- REVIEW BY THE SECRETARY: The Head Start and Early Head Start Program didn't receive a review from the Office of Head Start for the 2019 fiscal year.
- FINANCIAL AUDIT: East Baton Rouge Head Start and Early Head Start 2019 Audit didn't include findings, questions costs or management concerns related to the Head Start and Early Head Start Programs. The audit included an Unmodified Opinion for the (1) financial statements and (2) major programs.



## Health Services

The tables in this section describes the percentage of children in the Head Start and Early Head Start Programs receiving medical and dental exams during the 2019 fiscal year.

DATA SETS	HEAD START	EARLY HEAD START
Enrollment	1468	72
Medical Exams	1023	47
% of Children receiving Medical Exams	69.7%	65%
Dental Exams	1207	4
% of Children receiving Dental Exams	68.2%	.6%



## 2018-2019 Policy Council Members

### Representatives

Kimberly Pealer, Chairperson  
Lashaunda Laphand  
Benntreska Tackno  
Malcolm Martin  
Fabian Green  
August-Kelly Anderson  
Arsandra Scott

Tracy Walker  
Ednika Bowie  
Tina Paul  
Talyana Jones  
Tyesha Stewart  
Naisha Hasbert

### Alternates

Natasha Allen  
RoAnna Peguero  
Rashata Ginns  
Shenika Phillips  
Tykeisha Seals  
Telicia Payne

Timothy Moore  
Kimberly Barton  
Cedrika Brady  
Za'Tongaria Terry  
Mary Olive

### Community Representatives

Anne Johnson  
Councilwoman Donna Collins  
Demarcus Jones  
Holly Sheets  
Rosie Wiley

Almenia Warren  
Eric Shaffer  
Walt Green  
Antoinette Johnson

We Are Head Start!